

## **Webinar Committee**

**Attendees:** Kaitlyn Casulli (Vice Chair), Douglas Marshall, Eric Moore, Mary Yavelak, PC Vasavada, Claire Murphy.

**Staff Present:** Dina Siedenburg (IAFP).

**Meeting Called to Order:** By Kaitlyn Casulli on 7/31/22 at 1:00 p.m. Eastern Time.

**Old Business:** 2021 Minutes were approved.

### **Review of Recent Webinars:**

2021 20 webinars presented

2022 YTD 16 webinars presented

March – June is heaviest period for webinars, presumably due to notice of non-acceptance of Annual Meeting symposia proposals. Encourage PDGs to consider offering more webinars in the fall.

**Action Items:** Encourage more co-PDG sponsored webinars

Put together resources (one pager, webinar) on “How to Submit a Webinar”

IAFP to update slide deck examples and good presentation pointers

Invite selected authors of *FPT* and *JFP* to do paper Q/A webinars

### **Recommendations to the Board:**

1. Consider term limits on Webinar Committee membership
2. Suggest 3-year terms, with opportunity for reappointment for an additional term if active and interested

**Meeting Adjourned:** 2:30 p.m. Eastern Time