

## **PUBLIC RELATIONS/INFORMATION EXCHANGE MEETING MINUTES**

The Public Relations/Information Exchange Committee met at 11:00am on April 8<sup>th</sup> at Department Headquarters.

The Following Members were present: Tom Marciciak, Chairman 2<sup>nd</sup> Division, Paul Garrett, Vice Chairman 4<sup>th</sup> Division, Gary Granberg 3<sup>rd</sup> Division and Steven Welty from the 5<sup>th</sup> Division. Byron Watson of the 1<sup>st</sup> Division was absent. We now have all 5 Divisions represented.

The Chairman called the meeting to order at 11:00am, members saluted the flag.

The first order of business was the discussion of the current committee budget totals and possible additional member expense accounts or committee expenses the remainder of this Legion Year. These figures will be used to create the 2016-17 budgetary figures per the request of the Department Finance Committee.

At the request of Commander Stanton at the beginning of the year, the Committee was able to secure a Power Point Video from National which will enable Posts to help start and create their 100 year Celebration sites. This tool was given out at the recent Jr. and Sr. Vice Leadership Meetings at Department Headquarters. The Committee will look into producing about 200 CD's to be given out at our booth at the upcoming Department Convention. This will be a large part of this year's remaining budget.

We will work with Department to create reminders about the Public Relations/Information Exchange Awards online Nomination forms in upcoming Newsletters. We will work with the graphics group to insure that the form can be filled out on line this year.

We currently have about 15 Videos available for possible fillers during the convention. The members will work with Commander and Sr. Vice Commander's historians to produce theirs.

Assignments were given out for coverage of the upcoming possible PR opportunities up to and including the Department Convention and Hiring Fair. Public Service announcements to the local media outlets will be produced and sent by the Committee.

Vice Commander Henderson stopped by to ask if we needed any help and thanked us for what the Committee has done in the past.

With no further business to discuss, there was a motion made by Paul Garrett to adjourn, it was unanimously approved, the meeting was adjourned at 11:50.