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**TEXAS JUNIOR COLLEGE STUDENT GOVERNMENT ASSOCIATION**

**REGION II EXECUTIVE BOARD MEETING**

Saturday, Oct. 20, 2018, 8:00 a.m., Conference Call

Key points discussed during the meeting:

* Food: The lunch will be arranged by the Host School in the Regional Fall Conference. There should be pork and vegetarian both.
* Theme: To implement the theme arm weapons or parachute can be used. Also, we can allot different names to each school according to the theme. There could be photobooth near the registration desk. A one-page handout with tentative timings about the conference will be given to each delegate when they check in.
* General Assembly: The executive board decided to have a morning general assembly at the Regional Fall Conference.
* Lunch and key note speaker: The executive board decided that there would be lunch first in the cafeteria and then everyone could head towards General Assembly room for key note speaker.

11:45 to 12:15- Lunch

12:30- Key note Speaker

* After college workshop: Dr. Beth and Ms. Candace can conduct a workshop regarding after college.
* Community College Day: Dr. Smith or Justin Lonon can conduct a workshop on the community college day.
* Interview: Live session with the president of each college during the Region II Fall Conference or we can create a YouTube channel.
* Proposals: Ms. Shanee will be sending the speaker proposal form to Joan so she can send it to speakers.
* Ice Breaker: We will be conducting ice breaker from 8:45AM to 9:00AM. Need to think about an ice breaker by the next meeting.
* Delegates: There would be no delegate fees for Regional Fall Conference.
* Breakfast Sponsors: We need to find any sponsors for the Breakfast.
* Registration: RSVP will be sent by October 22, 2018.
* Roberts Rule of Order: We can have the training on Roberts Rules of Order in the next executive board meeting (Mhakeda).
* Time: The executive board should be there an hour before the conference starts to set-up everything so 7AM on November 10, 2018.
* Letter: We should give a thank you letter with the Region II TJCSGA logo to all the sponsors and the speakers of Region II TJCSGA Fall Conference.
* Cheat sheet: A cheat sheet on Roberts Rules of Order will be given to all the delegates in the conference.
* Package: Package will be sent to all member schools by email with all the information on the invoices, registration, tentative schedule of the conference and the campus map of NCTC.