



## 2020 Committee Meeting – out of session

Friday 18 June 2020

1pm (Qld/Vic/NSW), 3pm (NZ)

Join Zoom Meeting <https://zoom.us/j/92987956361>  
One tap mobile +61871501149 Meeting ID: 929 8795 6361  
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**Attendees:** Gillian Cochrane, Anthea Ogilvie, Shel O’Toole, Danielle Bolton

**Apologies:** Carolyn Vincent

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**Purpose:** Organise and deliver an inspiring and invigorating conference that carries forward the essence of the AFN

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## Discussion

An out of session meeting was held to discuss the format of the conference. Danielle advised that the following had occurred after our last meeting:

- The EOI went out to the list last night and is on the website
- The original discussion was that the conference would comprise of many sessions over a four week period – this would not necessarily be every day but at a variety of times to capture the largest number of people.
- The original idea was not to have a traditional conference of say 3 days to avoid zoom fatigue and hopefully people will be back to running their business (and not working at home) by October
- There was an intention to sell individual tickets to individual sessions however this might be difficult if we run a 3 day session as there would only be one code for the day rather than making people jump in and out zoom each time the session changes.

Discussion was held around how we could run a full day event and people could potentially come to the bit they want, although they will get the code for the full day – there would just need to be an honour system that people only attend the bit they pay for. This may be hard to regulate how many we will have on a call at any given time and our numbers may be important if we get around 100 as if we go over 100 – we need to upgrade the zoom account. We would be able to sell sessions but it will be difficult to administer.

Danielle confirmed that we are not intending to run concurrent sessions such as “zoom rooms” as again, this will be difficult to administer as to who will attend what. There will also be issues with capping sessions if people want to only run a session for say 20 people as those who pay for the full conference may not get access to all the sessions they've paid for.

The focus of today's discussion is what to do with the EOI's that have already been circulated and put on the website. We can change the message that we've already put out however this could suggest that we don't know what we are doing.

We have two options – to keep the Conference as is – over a four week period with multiple sessions or to change it to a 2-3 day event with sessions one after another. Recordings can be available for the whole of October. A month might be too long a period to hold people's attention.

We have no idea how many EOI's we will receive and consequently, it's difficult to know how many sessions or days worth of program we may have.

It was agreed to wait until 17 July when the EOI's close to make a decision as to what the format will look like.

We never intended to run a session every day for a month. We need to be conscious of the work that has been undertaken in the past 6-8 weeks by back tracking on decisions that have already been made. We have already advised people that October will be facilitation month in two separate emails to the list during the past 8 weeks.

Shel also noted that we need to be careful of the administration burden a 3 day conference could place on Danielle with running the tech in such long stretches.

It was agreed that more work is needed on how the conference will actually work.

Danielle recommended that we hold off taking registrations until after we decide what the format will be as this is the point where we set expectation for people and if we don't know what it's going to be yet, we shouldn't put it out there. This doesn't hold us back from advertising the price which may be an important piece of information for people who are considering putting an EOI in. People will be able to “pay off” their ticket to make it easier to afford.

Danielle noted that from 18 July to 1 August she will be on leave.

## Agreements

- Leave the EOI's as is
- Not make any decisions on whether it will be “facilitation month” or a standard 2-3 conference until after we see what EOI's we get in
- Hold off taking registrations until we make a decision on what format the conference will be in.
- Advertise the price for the conference on the website as this may be important information for those putting in EOI's.

### Next meeting:

**Date:** 26 June 2020

**Time:** 9am (Qld/Vic/NSW), 11am (NZ)

**Facilitator:** Put your hand up if you'd like the job.

### Group rules

It was agreed to have the following group rules:

- Have fun
- Stay connected
- No apologising
- Quorum of 3
- Have a generosity of spirit – allow each member their authenticity
- We trust in the wisdom of the group
- We hold the principles of the AFN
- Each meeting starts with a check in

### Task List

Job	By Whom	By When
Put pricing for the conference on the website	Danielle	19/6/20

### Jobs List (ongoing tasks)

Laurel	Manage briefing and debriefing for 2020 Pre Conference workshops
Shel	Send monthly updates to the AFN List
Shel	Develop a conference song

### Parking lot

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