

**PLEASE EMAIL THIS FORM TO YOUR COMMITTEE'S PEA EMAIL ALIAS OR
PEAWORKS@EXECUTIVES.ORG AT THE END OF THE MEETING.**

COMMITTEE MEETING REPORT

MEETING DATE: 4/13/23

COMMITTEE TITLE: Attendance Committee

COMMITTEE MEMBERS PRESENT

Deb Siegle, Leane Reelfs, Don Miller, Kristen Chew

COMMITTEE MEMBERS ABSENT

Angel Nguyen, Chris Berg, Steve Spratt, Michael Aronson (also in Finance Committee)

COMMITTEE DISCUSSION SUMMARY (include description, help needed from the office, etc.)

DISCUSSION ITEM	ASSIGNED TO	DUUE DATE
Attendance Wheel schedule already submitted (Next 30-60 days to be decided in June) <ul style="list-style-type: none">Leane Reelfs 4/13/2023Don Miller 4/20/2023Kristen Chew 4/27/2023Deb Siegle 5/4/2023Michael Aronson 5/11/2023Angel Nguyen 5/18/2023NO MTG5/25/2023Don Miller 6/1/2023Kristen Chew 6/8/2023Deb Siegle 6/15/2023Michael Aronson 6/22/2023NO MTG6/29/2023Leane Reelfs 7/6/2023Chris Berg 7/13/2023	N/A	N/A
Outreach – the following people have not been in attendance recently <ul style="list-style-type: none">Steve SprattCharlotte Russell – a lot going on on a personal level; decided that no outreach is necessary at this timeMartin Duran – Judy Johnson is already having this conversation with him; no additional outreach at this timeHomer Jameson – extremely busy; hoping that after storms calm down, he will have more time and we will see better attendance; no outreach at this time	Don Miller	
Previous outreach to Curtis Lane (by Don Miller) effective and is attending more (by phone)		

**PLEASE EMAIL THIS FORM TO YOUR COMMITTEE'S PEA EMAIL ALIAS OR
PEAWORKS@EXECUTIVES.ORG AT THE END OF THE MEETING.**

**PLEASE EMAIL THIS FORM TO YOUR COMMITTEE'S PEA EMAIL ALIAS OR
PEAWORKS@EXECUTIVES.ORG AT THE END OF THE MEETING.**

ACTION ITEMS AND NEXT STEPS	ASSIGNED TO	DUE DATE
Outreach <ul style="list-style-type: none">Steve Spratt - Try to get a 2nd delegate from Home Preservation Services to participate in PEA meetings	Don Miller	
Concern about "clunkiness" of opening the doors causing frustration; suggestion made to try moving to a picture of 3 static doors <ul style="list-style-type: none">what is behind the doors must be included in the scriptneed to make sure not to pre-announce what is behind the doors Alternate ideas: move back to wheel, try something else, or ask the members to see what they prefer.	Deb Siegle	
Take conscious look at who is not in attendance <ul style="list-style-type: none">Deb will send Attendance Committee members excused absence report from Angi (year to date).	All members	

**PLEASE EMAIL THIS FORM TO YOUR COMMITTEE'S PEA EMAIL ALIAS OR
PEAWORKS@EXECUTIVES.ORG AT THE END OF THE MEETING.**

**PLEASE EMAIL THIS FORM TO YOUR COMMITTEE'S PEA EMAIL ALIAS OR
PEAWORKS@EXECUTIVES.ORG AT THE END OF THE MEETING.**

--	--	--

**PLEASE EMAIL THIS FORM TO YOUR COMMITTEE'S PEA EMAIL ALIAS OR
PEAWORKS@EXECUTIVES.ORG AT THE END OF THE MEETING.**