Communications Committee Meeting
Tuesday, October 22, 2024, 1P-2P EST

Attendees:

Mike Bowl	Francisco Barros Becker
Nicolas Grillet	Ruben Stepanyan
Hainan Lang	Dietmar Wohlbauer

Kristin Johnson, Executive Office

Apologies:

Kelsey Anbuhl

Unexcused:

Ariel Hight	Randy Kulesza
Jaiyue Liu	Sree Varshini Murali
Marisa Zallochi	

Minutes:

Review of Previous Minutes

The group commenced by reviewing and signing off the minutes from the previous meeting, ensuring all participants were aligned on past decisions and discussions.

Mini Grant Program Discussion

Mike Bowl initiated a discussion regarding the Mini Grant program in collaboration with ARO. The conversation revolved around potential changes to the program, including eligibility criteria and review mechanisms. However, it was confirmed that the Mini Grant program will continue as it currently stands, with a budget allocated for it in the 2025 draft budget. The committee decided to promote the Mini Grant program again and include it in ARO's literature, ensuring that all members are informed about its continuation.

Website Feedback and Updates

The Executive Office provided an update on the shared drive created for committee members to submit feedback on the website. The initial round of changes suggested by this committee and the Membership Committee are being implemented, and an action point was established to notify committee members when the next iteration of the website is ready for review.

Outreach Program Initiatives

The meeting transitioned to discussing outreach programs. Mike Bowl mentioned reaching out to Noisy Planet for a potential partnership. However, Noisy Planet are no longer partnering with people, but they were very pleased to offer their free resources for ARO to use for outreach educational purposes. The committee plans to utilize these resources and focus on schools as the primary target community for outreach. A proposal was made to create a "go bag" of materials for ARO members to use within their local schools, with plans to launch the program before the MidWinter Meeting and announce it at the meeting in February.

The importance of feedback from schools was emphasized for program improvement and future engagements. Suggestions were made to create forms to survey participating schools/educations for collecting feedback, as well as to monitor and track presentations at schools. Additionally, the need for separate slide decks tailored for different age groups was discussed to enhance the effectiveness of educational materials. This was determined to be something that could be developed over time as opposed to a requirement for launch.

A discussion ensued regarding the liability and approval processes for representatives going out to schools. It was agreed that a document outlining expectations and rules for those representing ARO should be created, along with liability statements to protect the organization. The committee also considered reaching out to adult community groups for future scientific talks and expanding outreach efforts beyond school-age children once the initial outreach project is established.

Task List:
1. Promote the Mini Grant program and include it in ARO literature.
2. Notify committee members when the next iteration of the website is ready for review.
3. Follow up on liability statements and approval processes for outreach activities and continue organizing the outreach program