

**LRC Officers Meeting**  
**March 6, 2020**

**Attendance:** Mercedes Clement (Chair), Lena Phelps (Historian), and Brett Williams (Secretary)

Meeting was called to order at 2:00

**LRC Virtual Conference Followup**

The Exemplary Practice Award winners were selected by the judges. We need to send an email to all presenters announcing the winners and thanking them for presenting at the Virtual Conference. Mercedes will draft an email to the winners and other presenters and send it to the officers to review the language.

Alexis recorded how many attendees were in each session. It would be nice to include the numbers in the emails to the participants so they know how many people attended their presentation.

Finally, we need to encourage members and attendees to participate in the service project. Take pictures of the donations and include information about the receiving organization and send them to Alexis or Lena. Our deadline for pictures is still March 31.

The meeting was adjourned at 2:35.

Submitted by Brett Williams, Secretary