



## Minutes from ASP Communication Team meeting

Present: LB, PSM, PBC, SP

Absent: LKH, EK, MW

Referee: PSM; Minutes: LB

### 1. Welcome

### 2. Annual ASP Team Meeting - Vancouver

- Peter (SM) informed us that agenda will be finalized at upcoming meeting with Soren and Tage
- Peter will suggest dinner with group – Saturday evening; ASP bar night on Sunday – LB to follow up with Wieter/Annie
- The Admin and Communications Team will meet together during breakout sessions due to the overlap with Peter and Susanna.

### 3. ASP Communications Team - input to upcoming annual meeting

- reviewed the powerpoint presentations that were delivered last year
- updated the slides regarding our activities in 2015 by reviewing the slides that listed our goals for 2015. This is in preparation for the 10 minute presentation LB will deliver at the ASP annual meeting.
- Lucette will make changes to the ppt presentation and will distribute for feedback
- Presentation will be finalized and reviewed at December meeting

### Tabled/delayed to our December meeting

- Preliminary list of goals for 2016 – to be finalized in Vancouver
- Evaluation – 1) field campaigns, 2) organization, 3) institutions
  - Communication Team's recommendations for the above
- Re-visit our roadmap – where are we? Do we need to remove/add activities – preliminary discussion to be finalized in Vancouver.

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**Action items:**

- PSM will finalize agenda and participant list and distribute
  - PSM to get statistics re: traffic to website; membership
  - LB will update presentation and circulate to the team
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- ALL – will review presentation and send feedback to LB before Dec.1<sup>st</sup>.

**Next meeting:**

Changed to Tuesday, December 1<sup>st</sup> – as some people will already be in transit to Vancouver by Wednesday.

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