

Pittcon 2020 Wrap Up Meeting (July 30, 2020) Notes

Employment, Brad Davis –

- We did pretty well...better than Philly

Expo, Jan Piefer –

- Jonell got 14 presentations for the nexus
- We ran out of Lab Gauntlet t-shirts
- Tech Hub a good fit for the park
- Changing the exposition office confused some
- 925 booths, 509 companies, 71 cancelations

Marketing, Tom Conti –

- Pittcon party and presidents reception broke even
- 85 percent did not know we are a nonprofit donating money to science education
- We spent more money than what we budgeted for
- If you really need to hype something, you really need to tell marketing

Meetings coordinator, Penny Gardner –

- John V asked, "What system did Val use?"
 - Val said, "Adobe pro and Clip art."
 - Neal said, "Maybe we can do a how to on how to better diagrams."
 - Tom said you might be able to have a library of figures that would be available for us all to use.
- Susan asked Penny, "What suggestions would you make to improve communications?"
 - Someone said, "More meetings."
 - Someone said, "When something is changing, it needs to be sent to all committee members."
 - John Varine mentioned that a team leader was designated to report information to committee members.
 - Helen mentioned the newsletter that Maranda sends out every month with vital information. If you send your information to her, it will be a part of the newsletter.
 - Tammy said, "The newsletter is designed to share communication from the office and would be great to have input from the committee. We also really need to utilize Teams to have more meetings like this to ensure this communication. The office touches base once a week using Teams to share what we are working on and it works really well."
 - Neal said, "We all have to take responsibility to make sure we are communicating. John Sember and John Varine go out of their way to teach people multiple things."
 - Penny said, "It's okay to admit you're busy..." if you cannot respond right away.
 - Eli said, "Also have the courtesy to respond to emails or even if you got it and say I got it."

P.I.E, Nick Barsic –

- Penny ask, "Did the scheduling software get designed by Tom Wolf?"

- Nick said, “No, Jim Chadwick. Scott is going to look into another software though.”
- Scott mentioned that this is an off the shelf system but looking for a new software.
- Penny asked, “Can it be integrated into Outlook or Teams?”
- Scott said, “He’ll look into it.”

Short Courses, Amit Ghosh –

- Penny asked, “Did you feel being placed in the South Hall affected attendance?”
 - Amit said, “No, not at all. You did a great job.”

Treasurer, Eli Absey –

- There is a void statement on checks and it will be void after 120 days.
- Jane asked, “Would it be saving us time to make online payment than sending checks?”
 - Eli said, “We are looking into paying different ways but there are fees when you do payments online.”
- Amit asked, “If you do not complete your expenses after 90 days, what are the consequences?”
 - Neal replied, “It will be a donation to Pittcon.”