

<b>Task Force Name:</b>	Volunteer Roles Task Force (VRTF)	<b>Session #:</b>		<b>Report #:</b>	
<b>Task Force Chair:</b>	Chris McGiffin	<b>Vice Chair:</b>			
<b>Minutes recorded by:</b>	Chris McGiffin	<b>Date/time of meeting:</b>	7/11/12, 8:30EDT		

## Motions Passed:

1. MSA to approve the minutes from 6/14/12 (Motion by Dave, 2nd by Hugh)

<b>Number of task force members present:</b> 4	<b>Absent:</b> 2	<b>Number of other delegates present:</b> n/a
<b>Task Force members present (list all, including chair and vice chair):</b> Chris McGiffin (Chair), Mike Heather, Hugh Moore, Dave Diehl		

## Minutes

The meeting was called to order at 8:30PM EDT

1. Review/Approve 6/14/12 meeting minutes
  - a. **Chris to post to BOD forum and send to C.J.**
1. Action Item updates:
  - a. **Chris to collect feedback from Zone Chairs on the current volunteer draft template.**
  - b. **VRTF review of Zone Chair and Convention Coordinator draft templates submitted by Mike on 4/9.**
  - c. **Chris continues to work on updating the Rule Book Coordinator draft template based on content from Anna Lea.**
  - d. **Jeff Roddin responded stating that he is compiling feedback for the Meet Liaison volunteer template.**
  - e. **Chris emailed Nadine and Anthony to see if the VRTF can help draft the BOD volunteer templates.**
3. Reviewed revisions to draft Zone Chair and Convention Coordinator templates
  - a. Tracy submitted some suggested revisions for Convention Coordinator.
    - i. **Chris will post current templates to BOD Discussion Forum for review/feedback.**
4. Any other volunteer templates to complete?
  - a. Reviewed current status of VRTF templates
    - i. **VRTF will prioritize remaining templates based on feedback from Nadine and Anthony.**
5. VRTF reviewed draft of its Mid-year BOD report.
  - a. Minor revisions were made to the original draft.
  - b. **Chris will submit a final VRTF report to Nadine for Mid-year meeting.**
  - c. **Chris will bring printed copies of current volunteer templates to the BOD Mid-year meeting for reference.**
6. Next Meeting Date/Time
  - a. **The next VRTF meeting is TBD, but after the BOD Mid-year meeting.**
7. Roundtable
  - a. No additional topics discussed.

The meeting was adjourned at 9:05PM EDT