

JSU Executive Board Meeting  
September 11th, 2024 at 6:30 PM, JSU Office  
Presiding Officer: Director, Remi Siegel-Ventura

### [Weekly Tasks Document](#)

- Attendance
  - ~~Director~~
  - ~~Assistant Director~~
  - ~~Treasurer~~
  - ~~Secretary~~
  - ~~Director of Programming~~
  - ~~Director of Outreach~~
  - ~~Director of Marketing~~
  - ~~Greek Outreach Coordinator~~
  - ~~Public Relations Coordinator~~

To Do:

★ General Information:

- Board Retreat
  - Wakulla boat tour?
  - Date: oct 11th, evening?
- Board Applications are up
  - There are 2 so far
  - Interviews will be from September 28th - October 3rd
    - Sign ups will come out soon
- Headshots
  - Reschedule the date - waiting after applications close
  - Tentative: Oct 10
  - Rachel send out a when to meet

★ Officer Announcements:

- Director
  - [Communication Plan/Boundaries](#)
- AD
  - Will be scheduling one on ones over zoom this week
- Treasurer
  - Wagon coming Sept 12th
- Secretary
  - Working on September GBM, phoebe: any contacts?
  - Aslc cospon email or call

- Programming
  - Venue is set, tech still needs to be discussed/planned
  - Possibly live streaming it if we can find a way
  - Speeches in by 9/30 latest
    - Tomer is no longer giving a speech
  - Entry/Exit music is near completion
  - Programs will be done via QR upon entry
    - Includes all orgs and resources
  - Meeting with marketing/PR for photo/video for publication post-show
    - Video summary
    - I'd like full collaboration on media collection across orgs
  - I want to get a head start on Mock Mitzvah
- Outreach
  - Getting increased budget for chabad high holidays
  - Programming idea with panhellenic/DEI etc
  - Outreaching with agencies
  - Forward event upcoming
- Greek Outreach
  - Find the spreadsheet with all the greek contacts
  - Want to start soon to get word out about remembrance vigil
- Marketing
  - Working on uploading pictures from first GBM
  - LinkedIn will be working soon
  - Starting merch designs!
  - Updates on email platform?
  - Vigil PR
    - Secure PR, who is taking picture and video
    - There is a group chat of PR people who are allowed to film/take pictures
- PR
  - Social media campaigns - let's plan ahead
    - Updated guidelines for their positions
    - Google form for content ideas/graphics
    - Know 2 weeks in advance for smaller events, 1 month for larger events (for posting)
    - Sydney and Mark get the final say about what is getting made