**Recorded by: Liming Pals**

**Date: September 22, 2023**

**Approved by:**

**Date: [DATE of approval]**

**ATA64CLD Annual Meeting**

**Minutes of the Meeting**

**Meeting date / time:** September 22nd, 2023 1:00 PM - 2:00 PM ET **Meeting location:** Virtual

**Meeting participants:**

| **Present:** | Administrator | Tianlu Redmon |
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| Assistant Administrator | Liming Pals |
| LC Members | Fang Sheng, Shaoli GU,Rony Gao, Sijin Xian, Jessie Li, Tingting Qin  |
| CLD Members | Chaowei Zhu, Catherine Bedeski, Alex Liu, Evelyn Yang Garland, Jessie Doherty ,Fang Sheng, Frank Mou, Gigi Yau, Glen Sha, Hiroto Matsushima, Hu Shannon, Jizong Yao, Lenny Yang, Luyi Yang, Nathan Huang, Roanna Cheung, Shelly Liu, Tana G, Vivan Josh, Xiaoguang Ouyang, Zhenhuan Lei, Bruce Hyman |
| (Total 27 attendees) |  |
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**Agenda:**

1. Opening 5min

2. CLD 2022 30min

• Shaoli: Website 5min

• Sijin Xian: Yifeng 5min

• Rony Gao: Podcast 5min

• Rony: Events 5min

• Liming: WeChat Official Account + social media 5min

• Tianlu: WeChat groups, thank volunteers 5min

3. ATA63 CLD-related sessions and events 10 min

• Liming: Sessions 5min

• Jessie: CLD dinner 5min

4. ATA64 5min

5. Networking 10min

 **Minutes:**

| **Topic** | **Summary of discussion** | **Conclusion** |
| --- | --- | --- |
| Opening speech | Tianlu introduced the ATA63 location and agenda |  |
| Approve minutes of 20221 ATA63 CLD Annual meeting | Rony Gao moved to approve the minutes of the 2022 ATA63 CLD Annual meeting. Chaowei Zhu seconded, the minutes is approved.  |  |
| CLD 2022 30 Min | 1. Shaoli shared updates on the website in the past year. Feedback and advice were welcomed. Shaoli shared that the website was down for a while due to ATA HQ server issues. Shaoli introduced the main menu, events, Yifeng Blog, Podcast, Resources, and links to CLD social media. She further explained the contents on the sidebar and added features. She encouraged the members to join our team as volunteers. Yifeng blog categories were added to help the readers to navigate the blog posts, and our podcasts has 12 episodes so far. ATA Certification related articles and Termbases are gathered for all to view.
2. Sijin Xian shared the articles posted in the last year. We had challenges due to the HQ server issue. Special thanks to our previous chief editor Sheng Fang. Sijin also introduced the Yifeng Team consisting of Sijin, Fang, Tana, and Ben. Sijin encouraged more members or even nonmembers to write articles or contribute content to share with fellow colleagues about their experiences or insights.
3. Rony updated podcast growth and progress for podcast and invited members to share, participate, provide ideas.
4. Rony shared the CLD Events team and the five events hosted in the past year. Rony recommended everyone to participate in the upcoming events which could help members with networking and CE points.
5. Liming Pals updated CLD members on the WeChat Official Account, LinkedIn, and Facebook. New volunteers joined the effort to become more active on social media platforms, especially the huge progress on our CLD linkedin page through the amazing efforts by Sijin Xian. Liming shared the increase of followers and engagement data. Special thanks to our team for the amazing progress.
6. Tianlu thanked all of our volunteers and shared the growth of the LC team, and thanked them for the contributions made.
7. Tianlu asked people to participate in the nominating committee members, and share the qualifications. We need two volunteers.
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| ATA 64 CLD Highlights | 1. CLD - related sessions (18 in total)
2. CLD Dinner at 7:30pm on Oct 26th.
3. CLD ATA64 Debriefing: ATA64 attendees and CLD members are welcome
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| ATA 65 | 1. Location: Portland, Oregon
2. Encouraged nominations of CLD Distinguished speaker
3. Proposal submission is from February 1st to early March.
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| Adjournment | * Meeting was adjourned at 1:43 pm ET.
* Group photo
 |  |
| Post-meeting Networking |  |  |