**7-11-24 Process Track Minutes**

1. **Update from Debbie**

Discussion

Deb is almost finished her calls and will be ready to present at the Annual Meeting

1. **Annual Meeting Presentation Prep**

* Overview of process and questions asked
* How many people you talked to
* What do firms have in common- issues, same processes
* What are some nuggets you uncovered?
* Anything else- questions, remarks from TCG
* Any next steps? Report back to those you spoke to

Discussion

* Group likes this format
* We need to ask for permission to report the fundings back to their teams
* We will ask TCG about the best way to report back to their folks

1. **Method of Presenting**

* Slides?
* Distribute spreadsheets?
* Other?
* Ann will take minutes

Discussion

* Using the above outline, the team will give Ann the verbiage for their slides. Due by Aug. 2
* Amy will help Ann with the slides if she needs it
* Ann will review the rough draft with the team week of Aug 5th
* Final deck will be ready the week of Aug. 12th
* Email the spreadsheets to TCG ahead of time