February 26, 2019 • 6:00 – 8:00 PM

8120 NE 33rd Drive Portland, Oregon

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| **In Attendance**Diane GilmoreErin BairSteve BrooksBob FordhamDJ NetzGrant AxtellKathleen Bergquist | **Absent** |
| **Guests** |

**WELCOME (Diane Gilmore)**

Diane welcomed the board.

**ROLL CALL (Diane Gilmore)**

Sufficient members were present, and quorum established.

**APPROVAL OF AGENDA (Diane Gilmore)**

A motion was made by Grant and seconded by Erin to approve the agenda, motion approved.

**APPROVAL OF MINUTES (Diane Gilmore)**

A motion was made by Kathleen and seconded by Steve to approve the January 2019 minutes, motion approved.

**FINANCIAL REPORT (Grant Axtell)**

A motion was made by Bob and seconded by Erin to accept the financial report as presented, motion approved.

**EXECUTIVE DIRECTOR REPORT (Kathleen Bergquist)**

No updates at this time.

**DIRECTOR REPORTS (Diane Gilmore)**

See written reports

**OLD BUSINESS**

**February Event:** There were 40 registered with a few more people at the door. Overall, event well. The March event is on the power of story with a presentation by DJ. A discussion took place about how to more effectively market the programs; no decision was made.

**February Forum:** The forum went well and it was good to see people we had not seen at chapter events in some time. It provided a great opportunity to learn what people are thinking about the profession and our chapter. The location was great and could be an option for future events. Suggestion was made to make this an annual event as well as to use a follow up survey to dig deeper on some topics and suggestions.

**NEW BUSINESS**

**Membership Goal:** The board agreed to set a goal of 60% member retention and 10% increase in membership for 2019.

**Update on Sponsorships:** Idea Learning group is going to continue to support us through sponsorship of the chapter and the work they are doing with Fundamentals of Training and other programs.

**Website Refresh:** Grant moved, DJ seconded tabling this topic until the next meeting.

**CARE MOMENT:** There was no CARE moment for this month

**GOOD OF THE ORDER:** No items for the good of the order.

**ADJOURNMENT:**

Grant moved to adjourn, second by Diane, motion approved.

**NEXT MEETING: March 26, 2019, 6:00 – 8:00 PM, Anne Sacks**

Respectfully Submitted,

Grant Axtell

Director of Board Operation

APPROVED BY BOARD: