

## BOARD MEETING MINUTES

April 20, 2021 • 5:00 – 7:00 PM

<b>In Attendance (Virtual Meeting)</b>		<b>Absent</b> Jared Gracie Caroline Olfert
Steve Brooks Erin Bair D.J. Netz Ann Baus Shane von Schlempe Kerri Nussbaum	Tammy Marino Dan Bilderback	
		<b>Guests</b> Dan Berlingeri

### ROLL CALL (Steve Brooks)

Sufficient members were present, and quorum established.

### APPROVAL OF AGENDA (Steve Brooks)

A motion was made by Erin and seconded by Shane to approve the agenda. Motion approved.

### APPROVAL OF PREVIOUS MEETING MINUTES (Steve Brooks)

A motion was made by Shane and seconded by Tammy to approve the meeting minutes from March. Motion approved.

### Approval of Financial Report (D.J. Netz)

A motion was made by Shane and seconded by Erin to approve the financial report as presented.

### Business Manager Update

Our current Power Member rate is 43%. Ann advised the board that the chapter is on track to meet CARE requirements for 2021, but additional effort will be needed to achieve CARE Plus.

### STANDING AGENDA ITEMS

**Director Reports:** Each board member provided updates to their assignments from Monday.com.

**ATD CARE Moment:** Ann advised the board members that there are no changes or additions to the 2021 CARE requirements.

### NEW BUSINESS

**LinkedIn Updates:** Diane Gilmore will serve as the volunteer who will oversee the chapter's presence on LinkedIn. Her duties include processing requests to join the group, and posting information about chapter events and other chapter announcements.

**FOT Evaluation Response Rate:** Tammy facilitated a discussion to explore options for getting more evaluations completed by participants in the Fundamentals of training program.

**FOT Participant Artifacts:** Tammy presented a plan to establish a routine where graduates of the Fundamentals of Training program can share project work, training materials, and other artifacts during the regular monthly chapter meeting.

**2021 Pricing Structure:** In response to a recommendation from last year's internal financial review, Steve presented the pricing structure for 2021. Tammy made a motion to approve the structure, and D.J. seconded. The motion was carried.

**Team Registration for ICE:** Tammy inquired about the process to communicate the Chapter Team Rate that is available for this year's national conference (ICE). Ann will initiate the process and send a communication to the membership.

**Recognition of Professional Development Credits by National ATD:** Tammy will complete the application. D.J. will sign the form and submit it to National ATD.

**Agreement with Kevin Siegel:** Steve facilitated a discussion around options to mitigate against low enrollment for future Kevin Siegel events. Shane and Tammy offered to join Steve in a future discussion with Kevin to propose adjustments to future agreements such as minimum enrollment numbers, and a predetermined numbers of weeks for marketing.

**ADJOURNMENT:**

A motion was made by Kerry and seconded by Erin to adjourn. Motion carried.

**NEXT MEETING: May 18<sup>th</sup> 2021, 5:00 – 7:00 PM with Zoom**

Respectfully Submitted,  
D.J. Netz  
Director of Board Operations