February 15, 2022 • 5:00 – 7:00 PM

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| **In Attendance (Virtual Meeting)** | | **Absent** |
| Steve Brooks  D.J. Netz  Ann Baus  Kerri Nussbaum  Jenny Keesey | Jared Gracie  Caroline Olfert |
| **Guests** |

**ROLL CALL (Steve Brooks)**

Sufficient members were present, and quorum established.

**APPROVAL OF AGENDA (Steve Brooks)**

A motion was made by Jenny and seconded by Kerri to approve the agenda. Motion approved.

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

A motion was made by Caroline and seconded by Jared to approve the meeting minutes from January. Motion approved.

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

The financial report will be reviewed and approved in March.

**Business Manager Update**

The April sessions for FOT have reached full enrollment. Ann is working with Caroline to schedule additional FOT sessions for May. The CPTD digital badges have been added to the signature program page. Steve acknowledged Ann’s successful CARE submission. Ann asked all board members to notify her whenever they attend a NAC meeting so she can track our progress for this CARE requirement.

**NEW BUSINESS**

**CPTD Study Groups:** Jenny provided updates on the partnership with the Puget Sound chapter to work together to offer a study group for our members. She will work on the pricing model and the announcement messages. Ann reminded the board that CARE requires us to partner with other chapters when supporting CPTD candidates.

**2022 Retreat:** Steve announced the arrangements he is preparing for the board retreat. Focus areas include: understanding conditions for potential in-person gatherings, event planning, and the strategy for 2022. Jared agreed to facilitate an icebreaker activity. Ann will share archived results from the board’s StrengthsFinders results.

**ADJOURNMENT:**

A motion was made by Jenny and seconded by Jared to adjourn. Motion carried.

**NEXT MEETING: April 19, 2022, 5:00 – 6:30 PM with Zoom**

Respectfully Submitted,

D.J. Netz

Director of Board Operations