August 16, 2022 • 5:00 – 7:00 PM

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| **In Attendance (Virtual Meeting)**  | **Absent**Jared Gracie  |
| Steve BrooksD.J. NetzAnn Baus | Caroline Olfert Amy Reid  |
| **Guests**Suzanne Dunn  |

**ROLL CALL (Steve Brooks)**

Sufficient members were present, and quorum established.

**APPROVAL OF AGENDA (Steve Brooks)**

A motion was made by Caroline and seconded by Amy to approve the agenda. Motion approved.

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

A motion was made by Caroline and seconded by Amy to approve the July financial report. Motion approved.

**Business Manager Update**

Ann led a discussion about the two educational certificates from National ATD that we can leverage. Ann will share the certificate process with Amy, with the aim of targeting toward Young Professional members. Ann previewed the new member postcard; she will work with Caroline to produce a final draft.

**NEW BUSINESS**

**Board Recruiting:** Status: no applications have been received. Caroline began a discussion about targeting recruiting efforts to Young Professional members, and Suzanne shared her ideas for a marketing piece toward this goal:

* Learn from experts
* Supplemental experience for a resume
* Build leadership skills
* Transition from generalist to specialization in emerging practices

**Annual Survey:** Amy provided an update on her progress with the annual member survey. The possibility of adding demographic questions was discussed. For this year, the member survey will be shaped with the goal limiting it to ten questions. Demographic questions will be inserted into the online application and renewal process.

**ATD Chapter Leaders Conference (ALC):** Steve recommended Amy to represent our chapter at the upcoming ALC event.

**New Training Venue:** Steve shared information about a future chapter event that is being planned for late September. The event will be held at Knife River Training Center in Albany Oregon.

**ADJOURNMENT:**

A motion was made by Amy and seconded by Caroline to adjourn. Motion carried.

**NEXT MEETING: September 20, 2022, 5:00 – 6:30 PM with Zoom**

Due to the absence of D.J. Netz in September, Amy Reid will take minutes and Ann Baus will deliver the financial report.

Respectfully Submitted,

D.J. Netz

Director of Board Operations