

BOARD MEETING MINUTES

December 19, 2023 • 5:00 – 6:30 PM

In Attendance (Virtual Meeting)	Absent
D.J. Netz Ann Baus Amy Reid Kristelle Bernabe Sam Schultz Steve Brooks	Amanda McGovern
	Guests
	Katie Price (new to Oregon)

ROLL CALL

Sufficient members were present, and quorum established.

APPROVAL OF AGENDA

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

Approval of Minutes

A motion was made by Amy to approve the minutes from the prior board meeting. Kristelle seconded. Motion approved.

Approval of Financial Report

- We discussed having a negative net revenue in the budget.
- D.J. plans to add a budget commentary to the annual report.
- A motion was made by Sam to approve the financial report as presented. Amy seconded. Motion approved.

Business Manager Update

- Currently finalizing our CARE report and Board roster for submission to national ATD.
- Reminder: Ann and Linda will be taking time off over the last 2 weeks of December.
- Ann encourages us to promote the group discount for the ATD ICE conference.
- Terms and conditions updated for event registration:
<https://tdcascadia.org/Terms-Conditions-Media-Policy-and-Refund-Policy/>

NEW BUSINESS

- 2024 budget: Board vote postponed to January.
- Pricing:
 - Steve to create a new draft of our pricing guidelines to include the Fundamentals of Instructional Design.
 - Later: benchmark against other chapters.
 - Discussed using caution with price increases.
 - Discussed Continuing Education Credits and the availability to SHRM.
 - Discussed the potential for bundling membership with admission to some events. Ann will think about it.
- Events spreadsheet: Sam shared...
https://docs.google.com/spreadsheets/d/16CS6_fqYy_V-gOmzx92mIoM1B8sDFa6aITccYHVQHYg/edit#gid=1638847144
 - Sam to verify with us which volunteers still need gift cards.

ADJOURNMENT:

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

Respectfully Submitted,

-Steven Brooks

Director of Operations/Finance