February 21, 2023 • 5:00 – 6:30 PM

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| **In Attendance (Virtual Meeting)** | **Absent** |
| Steve Brooks  D.J. Netz  Ann Baus  Amy Reid  Kristelle Bernabe  Sam Schultz |
| **Guests**  Annie Beckstrom (Assoc. Dir. Of Membership) |

**ROLL CALL**

Sufficient members were present, and quorum established.

**APPROVAL OF AGENDA**

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

**Approval of Minutes**

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

**Approval of Financial Report**

January’s financial report contained preliminary budget numbers. A motion was made by D.J. to approve the report with the understanding that the budget numbers will change. Amy seconded. Motion approved.

**Business Manager Update**

* We are finalizing purchase of member cards to include with new member kits.
* Researching who can serve as our Registered Agent.
* We anticipate getting CARE Plus approval.

**DIRECTOR UPDATES**

* Prof Dev = Updates to Fundamentals of Training are underway.
* Membership = Had successful Lunch & Lunch.
* Events = Good in-person event.
  + D.J. is planning workshops, such as Fierce Conversations.
* Kristelle asked if we can get a list of ATD certificate holders for specialized marketing messages.
  + Ann will research.

**NEW BUSINESS**

* 2023 Budget:
  + We made final adjustments to the budget.
  + D.J. moved to approve the amended budget. Sam seconded. Motion approved.
* Event with partners:
  + We discussed the possibility of holding a joint event with ODN and our other partners, possibly in person.
  + Goal is to broaden our perspectives and make new connections.
  + Ann shared that the Puget Sound chapter has help similar events for a few years. Recent events have been virtual (the in person attendance dropped off).
  + Conclusion:
    - Good idea, but we do not have bandwidth to make this an official goal for our chapter.
    - We might consider this event idea if we have a volunteer dedicated to it.
* Constant Contact (CC) capabilities:
  + Ann gave an overview of our email marketing tool.
  + We have about 3,800 total subscribers.
  + Of that number, about 1,800 receive our main mailings.
  + We can also use CC to make social media posts.

**ADJOURNMENT:**

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

Respectfully Submitted,

Steven Brooks

Director of Board Operations