February 21, 2023 • 5:00 – 6:30 PM

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| **In Attendance (Virtual Meeting)**  | **Absent** |
| Steve BrooksD.J. NetzAnn BausAmy ReidKristelle BernabeSam 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