April 25, 2023 • 5:00 – 6:30 PM

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| **In Attendance (Virtual Meeting)**  | **Absent** |
| D.J. NetzAnn BausAmy ReidKristelle BernabeSam Schultz Steve Brooks |
| **Guests**Hillary Landrum |

**ROLL CALL**

Sufficient members were present, and quorum established.

**APPROVAL OF AGENDA**

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

**Approval of Minutes**

A motion was made by Amanda to approve the minutes from the February board meeting. Sam seconded. Motion approved.

**Approval of Financial Report**

A motion was made by Sam to approve the report. Kristelle seconded. Motion approved.

 Action item: Ann to pull profitability numbers for FOT over past 1-2 years.

**Business Manager Update**

* Business cards are ready and we are distributing to Board members.
* Have made various updates to our Chapter website.
* REQUEST: Let’s ask attendees in Zoom to enter their full names to help our attendance tracking
	+ Note: Our March Learning Over Lunch had a couple non-registrants in attendance report.
* Taxes are getting finalized and will be submitted later (we are filing an extension).

**DIRECTOR UPDATES**

* D.J.’s Beyond Bullets event: Virtual is almost sold out / in-person registrations are low.
* Kristelle: FOT in April was successful and we gathered good feedback.
	+ May explore a different survey tool.
* Sam: April chapter event went well, although lightly attended. May’s event on VR learning should create good attendance. The numbers we get may indicate the appetite for in-person.
	+ Note: After discussing how we market in social media, we agreed to meet on May 3rd to discuss further.
* Amanda: Will be finalizing Fierce Conversations event.
* Amy: We have 2 new members. Lunch Learnings are attracting several non-members. June’s lunch meeting will ideally cover key take-aways from people who attended the ATD conference.
* Steve: Will next work on our volunteer tracking with Amy.

**NEW BUSINESS**

* Savings—Steve shared a proposal to transfer funds into a CD:
	+ Clarified that funds will come from checking.
	+ Ann shared our [investment document](https://docs.google.com/document/d/1bxiCecyctguX5SeJiO0oLVkXRigUTie1UlpRtbSR-R0/edit?usp=sharing) to check alignment with the proposal.
	+ We agreed that we can use this opportunity to try another bank, ideally a credit union.
		- Perhaps if we like the new bank, we might migrate our checking as well.
	+ Next step = Steve will research local credit unions.
* Survey—D.J. advocated for more surveys:
	+ In general, whenever we have questions about our community, we should survey.
	+ Ann/Sam are starting to develop questions.
	+ Sam suggested we might invest in better surveying tools instead of Google forms.
* FOT—Kristelle presented new directions for FOT courses:
	+ Why it’s needed: outdated content / too much information / instructors “own” content.
		- D.J. said we need marketing strategy to address dwindling attendance.

**ADJOURNMENT:**

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

Respectfully Submitted,

-Steven Brooks

Director of Operations/Finance