

## BOARD MEETING MINUTES

August 15, 2023 • 5:00 – 6:30 PM

<b>In Attendance (Virtual Meeting)</b>	<b>Absent</b>
D.J. Netz Ann Baus Amy Reid Amanda McGovern Steve Brooks	Sam Schultz
	<b>Guests</b> Maia Elliot

### ROLL CALL

Sufficient members were present, and quorum established.

### APPROVAL OF AGENDA

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

### Approval of Minutes

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

### Approval of Financial Report

We heard from Ann that Constant Contact has raised their subscription rate.

A motion was made by Amy to approve the report. Amanda seconded. Motion approved.

### Business Manager Update

- ATD national communications are changing. Ann will share more as she learns about the changes.
- Linda will be on vacation last week in August.
- Work is proceeding on Member Spotlights.

### DIRECTOR UPDATES

- Jackie Sharp suggested we feature new members in chapter communications. Jackie is potentially going to volunteer to create them as well, and Amy will follow up.
- Amy is on track to have our member survey in Sept.
  - We have a new group of members from WA county.
- Amanda had a successful event with Sherry Metz. The next event will be Strengths Finder in September. We are still exploring events in October and beyond.
- Steve shared that the Unitus Credit Union account is setup.
  - Ann and Linda will arrange the money transfer.
- D.J. will arrange a meet with Maia regarding specific marketing messages.

**NEW BUSINESS**

- Transferring Bank of America signatures:
  - Ann to look up the process.
- Introduction to Maia Elliot: We warmly welcomed Maia as a volunteer for Chapter marketing.
  - Maia's first suggestion is to switch our LinkedIn page from an individual account to an organizational account. Ann will create a generic email to use in the setup.
  - Another suggestion is to add Instagram later.
- We reviewed initial an initial draft of new Member reports that are still in development from Julie.
  - Ann suggested we report how our events relate to the Capability model.

**ADJOURNMENT:**

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

Respectfully Submitted,

-Steven Brooks

Director of Operations/Finance