

BOARD MEETING MINUTES

October 17, 2023 • 5:00 – 6:30 PM

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

ROLL CALL

Sufficient members were present, and quorum established.

APPROVAL OF AGENDA

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

Approval of Minutes

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

Approval of Financial Report

Review conducted over email. Approved by 4 Board members.

Business Manager Update

- National membership price increase announced for 2024, but chapter leaders won't change until 2025.
- We reviewed the CARE Plus requirements. Ann will follow up with items we need, such as:
 - Risk Assessment
 - Awards and other programming best practices
 - Possible SOS submissions (Learning of Lunch?)
 - Possible mentorships

DIRECTOR UPDATES

- Kristelle – Will be meeting with designer for our new Fundamentals of Instructional Design course that will begin to replace Fundamentals of Training
 - Also exploring other offerings for our experienced members
- Amanda – Finalizing the next event
- Amy – Maia is backing down from the Marketing work

NEW BUSINESS

- Survey:
 - We viewed the initial results. We can discuss recommend actions at our next Board meeting.
- Annual meeting:
 - Discussed agenda
 - Will be free for members
 - Volunteer recognitions: Amy/Kristelle contacting

ADJOURNMENT:

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

Respectfully Submitted,
-Steven Brooks
Director of Operations/Finance