



Event Title: April Board Meeting Minutes

Date: Tuesday, April 13, 2021

Time: 1:30 pm – 3:00 pm

Location: Virtual Meeting via BlueJeans

Meeting Minutes:

- I. Call to Order @ 1:33 pm
 - Members in attendance: Sue Dickens, Susan McKinney, Natasha Krentz, Ben Greene, John Neuman, Chris Johnson
 - Members absent: DeAnna Lilienthal, Ngo Imbu
 - Guests: none

- II. Minutes:
 - March Minutes:
 - i. Discussion: Natasha did not have time to edit.
 - ii. Vote: postponed to May

- III. Treasurer's Report:
 - March Financials:
 - i. Discussion:
 - ii. Vote:
 1. Motion to approve made by: Sue Dickens
 2. Seconded by: Ben Greene
 3. Vote: unanimously approved

- IV. Board Reports:
 - Past-President (Sue Dickens):
 - i. Scheduled practice session with April Speaker
 - ii. Facilitated speaker session
 - iii. Created and sent out monthly newsletter
 - iv. Checked and responded to Gmail account emails
 - v. Met with planning committee members
 - President (Susan McKinney): none.
 - Treasurer (DeAnna Lilienthal): none.
 - Assistant Treasurer (Ngo Imbu): none.
 - Secretary (interim: Natasha Krentz): none.
 - Membership Director (John Neuman):
 - i. Sent emails to prospective and prior members.
 - ii. Received list of membership over past 5 years. Will go through it soon.
 - iii. Would like to learn how to use our Constant Contact account. Sue Dickens will help.
 - iv. Have Ben Greene's Member Spotlight on website. Please put in the Monthly news email.
 - v. Will have next Member Spotlight ready soon: Mary W at General Mills.
 - vi. Goal of Member Spotlight: highlight what their expertise is.
 - Programming Director (Ben Greene):



- i. We should continue to market the Spring Seminar sessions.
- Web Master (Chris Johnson): none.

- President-Elect (open): n/a
- Business Relations Director (open): n/a
- Communications Director (open): n/a
- Education Director (open): n/a
- Member-At-Large: n/a

V. Old Business

- Board Decorum Guidelines – are they still needed?
 - i. Formal written guidance not needed.
 - ii. We do need to discuss and keep on top of it though.
- Spring Multi-Chapter Seminars
- Additional Discussions on Old Business needed?
 - i. Drawings
 - 1. We need to keep member job policies in mind when making decisions about how and when we do drawings.
 - ii. Constant Contact
 - 1. No additional discussion.
 - iii. Member email
 - 1. No additional discussion.
 - iv. Monthly meetings
 - 1. People would like the opportunity for hybrid.
 - 2. A lot is still dependent on current COVID workplace policies.

VI. New Business

- Elections – Positions needed?
 - i. President Elect
 - ii. Secretary
 - iii. Treasurer – does Deanna want to continue?
- How get members involved to volunteer for other offices?
- Changes to job descriptions that would make the positions easier to fulfill?
 - i. Could some of the work be taken out of the job descriptions and made into projects that exist for a short period of time?
 - Additional Thoughts/Questions to consider:
 - 1. Would this be temporary or would we also need to change the operating procedures?
 - 2. Would having a “membership meeting” specifically to talk with all members about what needs to be done be helpful?
 - 3. What “functions” do we have to have? What tasks absolutely must be done?
 - 4. Goals:
 - a. Make less work for each individual person involved.
 - b. Have more individuals involved.



5. Business Relations could possibly be split between Membership and Programming.
 6. Secretary could be split into Secretary and Archiving tasks.
 7. Education could be split into Scholarships and Library.
 - a. Do we need to keep doing a library, or should we dissolve it?
 - b. Most important task was to arrange for pre-approved credits for CRM and IGP.
- Budget
 - i. Get your input to DeAnna and Ngo as soon as possible, if you haven't already.
 - ii. Note: For Programming related budgets, was decided to keep it the same as 2019 for in case we get to have in person events again. This was generally true of other budget areas too.
 - Programming Related Updates
 - i. September: the Arboretum will be available for in-person events, so we could have our 60th anniversary or "Spring→Fall Seminar".
 - ii. Mary Waytashek is interested in helping with the board in some capacity. Multiple people have talked with her. Not sure what she wants to do. Ben will talk with her more about it.
 - iii. We need to decide by our May Board meeting: do we want to have a session in July and August? Prior years we skip June/July/August for sessions, but we would have longer Board meetings for planning, etc.
 - iv. Discussion about incorporating the 60th Anniversary. September session to be a day of sessions. 60th anniversary to be a separate activity or a separate day.
- VII. Reminders:
- Next Social Networking is Thursday, May 27 @ 4:00 pm - 5:00 pm
 - Send items to be included in the monthly newsletter to Sue Dickens by Monday next.
 - If you haven't yet replied, send budget responses sent to DeAnna Lilienthal.
- VIII. Future Business/Topics/Projects
- Next Board Meeting – Tuesday, May 11, 2021
 - i. Virtual Meeting via BlueJeans
 - ii. Time: 1:30 pm-3:00 pm
 - iii. *If you have something you want on the agenda, please send it to Susan McKinney.*
- IX. Member News and Views: A way to get to know each other better. Our opportunity to share anything we want with our fellow board members – the good, the bad, and can even be the ugly.
- Items shared during this portion are not be captured in the minutes as they are personal and not chapter business.
- X. Meeting Adjourned @ 2:53 pm
- Motion to adjourn made by: Natasha Krentz
 - Seconded by: Ben Greene
 - Vote: unanimously approved

