



Event Title: September 2023 Board Meeting Minutes

Date: September 12, 2023

Time: 1:30 p.m.-2:30 p.m.

Location: Teams

Meeting Minutes:

- I. Call to Order @ 1:32 p.m.
  - Members in attendance: Mary Waytashek; Rosanne Stoltz; Natasha Krentz; Bill Roach; Colleen Westerlund; Kristine Haugslund; Sandy Humenansky; Eleanor Chow; Niki Engler; Kyle Hjelmstad; Susan McKinney; John Neuman; Ben Greene
  - Members absent:
  - Guests:
  
- II. Minutes:
  - August 8, 2023, Minutes
    - i. Discussion: None
    - ii. Vote to approve the August 8, 2023, Minutes:
      1. Motion: Bill Roach
      2. 2<sup>nd</sup>: Susan McKinney
      3. Vote: unanimously approved
  
- III. Treasurer's Report:
  - July Financials
    - i. Discussion: Mary Waytashek and Natasha Krentz reviewed the Treasury Report.
    - ii. Vote to approve the July Financials:
      1. Motion: Colleen Westerlund
      2. 2<sup>nd</sup>: Niki Engler
      3. Vote: unanimously approved
  
- IV. Matters Pending/New Business
  - Education Scholarship Guidelines – Ben Greene
    - i. Discussion: Ben reviewed the updates to previous scholarship guidelines.
    - ii. Vote to approve the updated Education Scholarship Guidelines will be handled via email.
  - Sponsorship Program Proposal – Mary Waytashek
    - i. Contoural Update – Colleen Westerlund
    - ii. Mary and Colleen will work together on posting information for Contoural.
  - Programming Update – Oct Fall Seminar – Bill Roach
    - i. October Fall Seminar – The speakers, Representative Noer and Kaitlyn Williams, Alison McBride and Mary Dienhart from Xcel Energy are confirmed. Representative Noer will speak on the MN Consumer Privacy Act and the second



session will cover Privacy: Challenge and Opportunity. Bill will send speaker forms to speakers and send emails to board members to promote the meeting. The seminar will be a half-day morning seminar on October 17 at General Mills. The proposed fees for the Fall Seminar are no charge for members and \$25 for non-members.

- ii. Discussion: There was discussion about whether \$25 per non-member would be enough to cover the cost and if there was enough differentiation between members / non-members. The cost for breakfast will be approximately \$1500 and 60 attendees are expected.
- iii. Vote to approve the \$25 fee for non-members at the seminar:
  1. Motion: Bill Roach
  2. 2<sup>nd</sup>: Kyle Hjelmstad
  3. Vote: unanimously approved

V. Board Reports – Formal reports were not provided, but a few items were covered.

- Board Chair – Susan McKinney – no report
- President – Mary Waytashek –
  - i. Oct BOD meeting – The board agreed to schedule the next board meeting after the Fall Seminar at General Mills from 12:00-1:00 p.m. and to cater lunch.
  - ii. Did everyone get a Welcome Chapter Board Members email from Heather Lehman? – not covered
- Secretary – Rosanne Stoltz – no report
- Treasurer – Natasha Krentz – no report
- Membership – John Neuman/Eleanor Chow – no report
  - i. Membership – 74 members (down 1)
- Programming – Bill Roach/Sandra Humenansky –
  - i. 2023/24 Program schedule – The board agreed we will publish what we have confirmed on the website and advertise in the newsletter.
  - ii. Should we consider recording in-person meetings? Bill Roach will discuss whether to record in-person meetings with the program committee. An option to record is available for the Fall Seminar in October.
- Arrangements – Kyle Hjelmstad
  - i. Meeting at General Mills rather than a hotel for the Fall Conference will cut the cost approximately in half.
  - ii. This will enable offering the Fall Seminar at no cost to members.
- Communications - Niki Engler
  - i. Content for Aug newsletter
    1. Presidents Communication – Mary
    2. Member News – John
    3. Job Postings – Niki
    4. Programming Content – Bill
- Technology – Colleen Westerlund – no report
- Education – Ben Greene – no report



i. Are you able to work with the ICRM/ARMA Int'l to identify members on a monthly basis that are passing their CRM, CRA or IGP?

- Vendor Relations – Open
- Special Projects – Kristine Haugslund
  - i. Operating procedure updates will be ready for review and approval in October.
  - ii. Financial procedure updates are still in progress.

VI. Future Business/Topics/Projects

- Next Board Meeting – October 17, 2023
  - i. Location: General Mills
  - ii. Time: 12:00 – 1:00 p.m.
  - iii. *If you have something you want on the agenda, please send it to Mary Waytashek.*

VII. Meeting Adjourned @ 2:40 p.m.

- Motion: Susan McKinney
  - 2<sup>nd</sup>: Kristine Haugslund
  - Vote: Unanimously approved
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