

Meeting Minutes

For Meeting of May 20, 2003

Location: Regence

Present: Dan Vetter, Stephen Gance, Larry Ferguson, Dana Barz (by phone), Rob Russell, Kathleen Bergquist, Jim Maddock, Mara Kershaw, Doug Dale, Larry Briggs, Karen DeDenato, Theme Grenz

Guests: Rowena Crosbie (Iowa Chapter, she was in town for another reason, stopped by the board meeting)

Absent: Aaron Munter

Minutes Prepared by: Stephen Gance

Meeting called to order by Dan Vetter at 6:00 pm.

Agenda Item	Discussion	Follow Up/Action
Open meeting (Dan)	?? 4/15/03 minutes approved	
Treasurer's report (Kathleen)	?? Monthly budget update was handed out ?? Now includes time-based, year-to-date budget ?? Request to add cash available current and previous month ?? Karen is planning the 6-month accounting for June ?? Columbia was recommended for investment of funds, that's where we have our funds so no transfer will be done (i.e., Karen was hoping to find a higher-paying investment instrument for the chapter funds but our current investment company looks like the best)	-- On agenda for next meeting: 6-month budget review
New Member orientation (Mara)	?? Scheduled for Weds. May 28. 5:30 networking, program at 6. Location: Beaverton Wells Fargo branch on 185 th near PCC Cap Center ?? 18 people are signed up, plus the Wells-Fargo people ?? Board members to attend: Dan: will speak on vision for the chapter; Theme: will discuss marketing; Larry B: will attend but not to speak ?? Next orientation is tentatively planned for the DoubleTree in October (DoubleTree may lend the space). Next president's circle may be scheduled at the same time so there is an opportunity for some overlap of this orientation and the president's circle.	
ODN-ASTD combined program (Dan)	?? Dan met with Zeke at ODN. Zeke is interested in presenting a joint program with ASTD. Glen Fahs is working with them to plan a program for Sept. (ODN National conference is in Oct.) Tentative plan for the joint program is a ½ to 1 day conference-style event focusing on case studies. ?? ODN has about 105 members. ?? Kathleen would like ASTD to run the registration since we have a smoother operation in this regard.	
President's circle (Dan)	?? 10-12 past presidents will attend. Will be held this time in the Library at the Kennedy School. Jim Maddock will attend but Larry F. will be out of town. ?? Possible items to bring up to the presidents (we brainstormed these during the meeting):	

	<ul style="list-style-type: none"> o Accessing and reading senior level people o Discuss community service needs o Discuss succession planning o Generate ideas and possible presenters for Training at the next level programs o Ideas for products and services that ASTD can or should provide o What role for ASTD in terms of leadership in the profession locally? o Book discussion ideas, authors and facilitators o What role for the chapter in public affairs? o What community service initiatives might be beneficial? <p>?? These were the three that the board decided to have Dan pursue with the circle:</p> <ul style="list-style-type: none"> o What leadership should ASTD provide for the profession. o What products and services can or should ASTD provide? o Resources and ideas for Training at the Next Level. 	
<p>ALC & other collaborations (Jim)</p>	<p>?? See handout from Jim</p> <p>?? Conference is Nov. 7-9, pre-conference Nov. 6.</p> <p>?? Jim, Kathleen, and Larry F. proposal for the ALC conference was accepted.</p> <p>?? ASTD-Cascadia will participate in two more panels: Collaboration with Orange County on effective electronic communication; Panel on engaging senior practitioners with Rick Hicks from Louisiana and Rita Bailey from Texas.</p> <p>?? National is adding Webinars for ongoing interchapter communication and education.</p> <p>?? National seems to be pursuing a more cooperative, collaborative relationship with chapters.</p> <p>?? National is re-designing the web site, plans a mechanism for board members to submit best practices through the site and to make available through a database of searchable entries.</p> <p>?? Boise chapter is interested in a regional conference with OR, ID and Nev. They are open to using technology to collaborate.</p>	
<p>Iowa Chapter report (Rowena)</p>	<p>?? The Des Moines chapter has led a successful effort to increase involvement as opposed to continue member recruitment. It involves detailed and careful volunteer tracking, rewards for participation (such as "big bucks" that can be accumulated and used for things such as programs), and followup. Member recruitment efforts are little needed now.</p> <p>?? Debbie Oliver, now of Portland, attended the Des Moines training institute and could be a resource for our local chapter.</p> <p>?? All Des Moines board members must have a committee. One positive result is that succession planning is eased as new board members are usually recruited from existing committees.</p>	

Book discussion group (Rob)	?? Rob handed out a draft process for holding a book discussion group starting sometime this fall	-- Email or post comments on BB in response to the handout
FOT in Bend (Dana)	?? Because of lack of time, Dana and Rob decided to discuss FOT for Bend offline.	
Volunteer Update (Larry B.)	?? Volunteer event planning has been tabled until after the budget review. ?? Beginning work on volunteer teams, we have a new contact person who may help with this. ?? Working on a plan for tracking and linking volunteers.	-- On agenda for next meeting: Forming volunteer teams
Marketing update (Theme)	?? Because of lack of time, Theme volunteered to give the marketing update on the BB.	-- On agenda for next meeting: Discuss new initiatives
Web site re-design update (Kathleen)	?? Content is transferred to the new web site ?? There were numerous technical glitches in the design that are taking time to resolve. Some graphics are still not complete. ?? Lot's of detailed changes were needed, unanticipated in the original planning ?? Plan is to go live by June 1, have an email from Dan introducing the new site. ?? Pictures are still too few. It would be nice to have pictures on many pages of the site, preferably of real people in the local chapter. We could use a volunteer to take digital pictures. ?? CSI outreach is under programs now. It will stay under programs for now, until a better place is found. ?? Senior initiative is also under programs for now but probably needs a new place as it becomes an ongoing initiative (as opposed to a program).	-- Need volunteer to take digital pictures for the web site.

Meeting ended at 8:30 pm

Next meeting is scheduled for Tuesday, June 17, 6 pm at Regence. Dinner will be provided.