

Cascadia ASTD CH 8029

Meeting Minutes



For Meeting of August 17, 2004

Location: Regence

Present: Larry Ferguson, Rob Russell, Sheryl Alstrin, Katherine Stevens, John Inman, Kathleen Bergquist, Aaron Munter, Mara Kershaw, Zeke Zeliff, Nancy Seebert

Absent: Theme Grenz, Dan Vetter, Larry Briggs

Minutes Prepared by: Nancy Seebert

Meeting called to order by Larry Ferguson at 6:05pm

Agenda Item	Discussion	Follow Up/Action
Minutes from July Board meeting	<ul style="list-style-type: none"> ▪ Approved as written ▪ Requested ALC be added as standing item on agendas 	<ul style="list-style-type: none"> ▪ Approved as submitted ▪ Nancy will add ALC to standing agenda for next few months
President Report (Larry F.)	<ul style="list-style-type: none"> ▪ Many people have expressed interested in Board positions for upcoming year. ▪ Larry has identified a number and requested they have informational discussions with Kathleen and Aaron ▪ Performance review completed for Kathleen. Aaron, Larry and Nancy met to prepare; Larry and Aaron met with Kathleen. Reviewed performance, contract, workload, feedback. Kathleen provided excellent feedback for Board. THANK YOU to Kathleen for all the excellent work you do! ▪ THANK YOU to Dana and Aaron Munter for Board BBQ last week. Great home, food and hosting. 	<ul style="list-style-type: none"> ▪ Larry will present slate of candidates for 2004-05 at September Board meeting ▪ October- will be sent to members for election
Treasurer report (Zeke and Kathleen)	<ul style="list-style-type: none"> ▪ Report provided for all board members ▪ Reports reflect shift of funds as approved by Board 7/04 ▪ Finances good with increased revenues; more to come with Conference and renewals 	<ul style="list-style-type: none"> ▪ Approved as submitted
Gigs/Sigs (John)	<ul style="list-style-type: none"> ▪ John recapped report he submitted re: meeting with Bend members ▪ Board from last year and current were not aware of any program planning issues until now. ▪ All agreed we need a presence and leadership in Central OR. ▪ Discussed creation of model for GIG: global view= financial management at Chapter headquarters and local control of programs with active recruitment. If membership is not increased, is there value? ▪ Structural framework for model needs to be developed including budget as well as position description for Coordinator and committee 	<ul style="list-style-type: none"> ▪ John will work on draft of framework model (Larry will assist). ▪ John will build draft of position description for Coordinator as well as Guidelines for programs (charges, food, control, accountability, etc. ▪ John will return to Bend week of August 23 and meet with some Bend participants ▪ Plan would be that any GIG would follow this model with Corvallis potentially the next one. ▪ Nancy will agenda this continued discussion for next meeting
Events (Sheryl)	<ul style="list-style-type: none"> ▪ Thiagi financially successful ▪ Some comments found presentation less valuable than expected. ▪ Discussion of whether "big names" delivering on promised content and presentation style. ▪ We cannot control nationally known speakers; we all have "off days". ▪ Will review options regarding Thiagi presentation 	<p>KUDOS to Sheryl for managing a large and successful program</p>

Agenda Item	Discussion	Follow Up/Action
	in future.	
Conference Committee (Aaron)	<ul style="list-style-type: none"> ▪ Committee working well. Focus now on registration and vendors ▪ Marketing going well ▪ Communication with National for ICE list not successful as yet. ▪ Next meeting tomorrow (8/18) and will review volunteer placements ▪ Still expect Board members to volunteer and aid in introductions ▪ Evaluation form being designed 	<ul style="list-style-type: none"> ▪
ALC (Aaron)	<ul style="list-style-type: none"> ▪ 1 session accepted ▪ Sheryl, Aaron and Nancy will probably team present ▪ We are budgeted for 5 attendees: new and long standing board members. 	<ul style="list-style-type: none"> ▪ Aaron and Larry will review and make recommendations within the next month for attendees ▪ Any current board member with desire to attend, please notify Aaron by end of this week. (August 20)
Round table (All)	<ul style="list-style-type: none"> ▪ <u>Professional Development (Rob)</u>- dates for Eugene may change from previously noted. <ul style="list-style-type: none"> ○ Within 2 weeks, will have 1st quarter 2005 firmed up for FOT and Advanced ▪ Membership (Mara)- see report; 9/3- New member orientation scheduled at Regence. ▪ Technology (Katherine)- working on October Program with Clark Aldrich ▪ Events (Sheryl)- firmed program with Rita Bailey for September; Jim Maddock arranging for a dinner with Rita and Board after the program; may have volunteer recognition for December ▪ Business manager (Kathleen)- reviewed result of many conversations re: Board name tags (heavy, turn backwards, etc); She will be on vacation August 19-30. ▪ President-Elect (Aaron)- working on new electronic member registration-being beta tested. 	<p>Kathleen will order new name badges and check in lanyards with Cascadia ASTD or ASTD Board or ? and order for all.</p>
Debrief (All)	<ul style="list-style-type: none"> ▪ <u>Appreciated being able to have conversation re; GIGs and to be able to agenda it for further discussion</u> 	
Adjournment	Adjourned at 7:55pm	

Next meeting is scheduled for: September 21, 2004 6-8pm at Providence Parkrose Medical Plaza, suite 200