



CH 8029

## CASCADIA CHAPTER BOARD MEETING MINUTES



<b>Date/Time</b>	April 20, 2010
<b>Location</b>	Standard
<b>Board Attending</b>	Melinda, Kelly, Kathleen, Pam, Michele, Holly, Suzanne, Grant, Vikki
<b>Remote</b>	
<b>Guests</b>	Lilian for first hour
<b>Board Absent</b>	
<b>Documents</b>	VP Member Services job description

Action Items		
Person	Item	Due Date
Pam	Update VP Member Services job description based on notes from group	April 22
Grant	Strategy ideas for Marketing	May 18
Michele	Strategy ideas for Member Services	May 18
All	Immediate needs for functional areas	May 18

### Notes:

- April 14, 2010 Minutes – voted and approved.
- Finance update – voted and approved
  - Please be sure to let Holly know if you need to make mid-year adjustments by May 15
  - Question: can we get budget info broken down by month so we can see if we're on track? Answer: Kathleen will check and see if that is available for use.
- Group worked on revising the VP of Member Services job description
  - Melinda kept notes on flip chart
  - Pam will revise
  - See revised description for changes when posted on Huddle
- Discussion: What does "outreach" mean to us?
  - Group discussed this from many perspectives

- Who are the audiences?
- What is the purpose?
- Who owns it?
- Conclusion: there are multiple audiences and purposes, therefore multiple owners. Each functional area has an outreach component with a particular purpose. We will define each areas' component at the retreat in June
- For the VP of Member Services, "outreach" will focus on students and the green sector based on the passions of the existing volunteer group. Michele can work with the group to collect other ideas and the Board will decide which ones are worth focusing on.
- Decision: Sip and Taste are forms of membership meetings and will be owned by Member Services.
- Decision: Mid-year retreat will be on Saturday, June 12, 9am to 2pm (hoping to finish early)

**Parking Lot:**

<b>Next Meeting</b>	
<b>Date/Time</b>	May 18, 6-8pm
<b>Location</b>	Standard
<b>Notes</b>	We will focus on finalizing the speaker policy; strategy and feedback for Marketing and Member Services; immediate needs from other areas