



Cascadia Chapter Board Meeting Minutes



CH 8029

General Info

Date/Time	July 17, 2011
Location	Cooper's Coffee House
Board Attending	Grant Axtell, Kathleen Elliott, Ron Marley, Suzanne Bader, Stephanie Sarver; Melinda Laubscher arrived at 6:40.
Board Absent	None
Guests	None

Action Items		
Person	Item	Due Date

Notes:

1. Welcome / Check-in

The meeting was called to order at 6:20PM.

2. Agenda Review

Agenda was reviewed and no changes were noted.

3. June Board Meeting Minutes

Kathleen Elliot moved to approve the minutes; Stephanie Sarver seconded the motion. The motion was approved without discussion, with an abstention from Grant Axtell.

4. Financial Report

Kathleen Elliott reported that expenses are aligned with the budget. The Financial Review was completed as scheduled and has been submitted to the Review Committee. Grant Axtell moved and Ron Marley seconded the motion to approve the financial report. The motion carried unanimously.

5. Board Member Reports/Goal Check-in

- Ron Marley reported that an e-Learning SIG meeting was held with attendance of fewer than 10 people. Among the topics discussed was “augmented reality”. The August meeting will be cancelled because the I-Site building elevator was not functioning (the meeting is held at that location). The next meeting will be in September. The transition SIG will meet on Thursday 7/21/11.

- Grant Axtell reported that elections are in progress and will close this Friday. Two applications and two candidates, Pam Moore and Kathleen Elliott, were on the slate. Grant, Kathleen, and Pam will be attending the ASTD National Leaders Conference. Planning for the Cascadia Regional Conference in Salem is progressing. Approximately 20 people have registered to-date. Tonya Brewer has accepted the position of conference chair for next year. Learning Events planning has slowed. Regarding volunteer engagement, Joel Sinclair's goal is to find 3 to 4 people to participate on the Learning Events Committee. Series are progressing and Grant is working with Toni Plato and Pilar Montejo to create the 2012 schedule.
- Kathleen Elliott had nothing additional to report.
- Stephanie Sarver had nothing to report.
- Suzanne Bader reported that she has been engaged in outreach to SHRM chapters throughout the state with the goal of identifying opportunities for collaborations. With regard to outreach, she has been making new member calls and referred six new members to Joel on the basis of volunteer interest.
- Melinda Laubscher had nothing to report.

6. Business manager report

- Not present to report.

7. Mid-Year Goal Review (Programs) (discussion)

- No one had questions for Grant about programs.

8. Becoming a More Welcoming Organization (discussion)

- Suzanne asked, "Where are we and where do we want to go from here?"
- Stephanie Sarver proposed that we explore untapped members in organizations such as OHSU. She volunteered to research active ASTD members and determine how many staff may be engaged in training.
- Grant commented on his vision for the coming year, of identifying industry/sector specialists who may provide entrees into new professional communities with whom ASTD may be unfamiliar. Ultimately the goal would be to increase enrollment in series, which would subsidize low-cost individual sessions.
- Suzanne addressed the cost to students, whose participation may be limited by the cost of membership and participation in events.
- Consider looking at conference sessions and identify from presentations which programs could be transformed into longer programs.
- What we have done during this year to become a more welcoming organization:
 - Reinstated membership meetings and new member calls.
- What can we do in the next three months to build a more welcoming organization?
 - Consider pulling back on active efforts temporarily to determine how changes to-date are affecting membership, e.g., volunteer management, revamped board structure.
 - Do we need more data? Not necessarily right now. We have lots of anecdotes. Are there areas where we can do better, e.g., involve past Board members? The consensus among the Board was to monitor activity for the next few months and evaluate to what extent the changes in Board structure,

volunteer engagement, and new member events are affecting the morale of the organization. Consider looking at the metrics we already collect, e.g., membership renewals, conference attendance, program attendance, and financials.

- Suzanne queried the Board about preferred next steps: Melinda suggested that we not take any action but observe how recent changes play out; Grant suggested we review meeting minutes and from own memory create a list of ideas that should be revisited – we keep generating ideas but do we follow-through? Kathleen Elliott suggested that at this point in the Board year it is not a good time to start anything new; Stephanie and Ron also concurred that this isn't a good time to start any new initiatives. Let changes settle through the organization and then evaluate effect on volunteers. Suzanne is excited we are acting from our strengths, and that we've made progress.

9. New Business

- Board participation at conference: committee is still deliberating on what work is needed from the Board, though current sentiments are that the Board will not be assigned specific duties, but may be asked to mingle, participate in events, and provide a Board presence. The Board does not pay registration fees.

10. Wrap Up / Next Meeting

- No meeting will be held in August. The last meeting of the Board is in September. If a need exists, the Board will have a short business meeting during the Conference.

11. Adjourn

Grant moved and Suzanne seconded the motion to adjourn. The motion carried and the meeting was adjourned at 8:04PM.