



ASTD Nebraska
 January Board Meeting
 January 19, 2004
 Methodist Hospital, Meeting room

Executive Board of Directors:

<input checked="" type="checkbox"/>	Tricia Danielsen	<input type="checkbox"/>	Lisa Hayes
<input checked="" type="checkbox"/>	Deb Dice	<input checked="" type="checkbox"/>	Carol Horner
<input checked="" type="checkbox"/>	Jennifer Engelhardt	<input checked="" type="checkbox"/>	Linda McManigal
<input checked="" type="checkbox"/>	Angela Galloway	<input checked="" type="checkbox"/>	Denai Vaughn
<input checked="" type="checkbox"/>	Patricia Harrold	<input checked="" type="checkbox"/>	Sue Wymore

Board Members:

<input checked="" type="checkbox"/>	Barbara Aldrich	<input type="checkbox"/>	Kris Goslee
<input type="checkbox"/>	Linda Beiriger	<input type="checkbox"/>	Kristi Moehring
<input type="checkbox"/>	Kate Bratetic	<input type="checkbox"/>	Judy Morss
<input type="checkbox"/>	Julie Burrell Lillig	<input type="checkbox"/>	Monica Rose
<input type="checkbox"/>	Angela Carter	<input type="checkbox"/>	Kristi Rutledge
<input type="checkbox"/>	Tom Colling	<input type="checkbox"/>	Diane Skrobo

Others:

Action Items:

Due Date	Action Item	Person Responsible
1 st Mon of mth	Send annual plan to board members	Sue
1 st Wed of mth	Send updates to annual plan back to Sue	Board members
2 nd Mon of mth	Send board reports to everyone	Board members
2 nd Mon of mth	Send revised annual plan to board members	Sue
3 rd Mon of mth	ASTD NE Board Meeting	Everyone
2/13/04	Budgets due to Jen	Board members
2/20/04	Final budget numbers compiled by Jen	Jen
2/20/04	Attend / send Director or a committee member in your place to attend the first MOS for 2004!!	ALL
2/20/04	Submissions for newsletter articles to Kristi Moehring	Everyone
4/1/04	Update History Chart	Tricia D & Sue
June Retreat	Membership Challenge - <ul style="list-style-type: none"> • YOU and your directors are challenged to recruit at least ONE new member for every month of this year. • YOU and your directors are also challenged to assist a current member in joining Nationals. 	ALL

Agenda Items:

ASTD Nebraska mentioned in Leaders Connection as best practice for CHIP program.

2004 Annual Plans: Look at 5 key areas of focus for 2004. Look where our teams are focusing and how this ties into the survey.

**ODN: ODN is doing three consecutive meetings on branding.
May 18 is Appreciative Inquiry Partnership with ODN.**

CORE: Paperwork for the ASTD National CORE submission has been completed. The biggest challenge we face will be to get enough national members.

Advanced CIT: Sarah DeLong suggested surveying the top 20-30 companies to see what they wanted. Tricia Harold will work with Sarah to determine next steps and work out the structure.

Board Meeting: The next board meeting will be a joint session with the Lincoln chapter. The session is February 18th, from 2-4 p.m. at Mahoney Park. A social will follow.

Programs: Discussion centered around the November and December sessions. Options for payment were discussed. Possibly bring a toy for free admission. There are some changes for the Awards Program and Deb will coordinate and set a date for review of changes.

CAM: A planning session will be arranged with CAM to discuss the tracking of financials.

Challenges: Challenge all board members to join National and a challenge was put out to the membership to bring a new member.

Chapter History: November 2005 will be 50th anniversary of the inception of ASTD. January 21, 2004 was ASTD Nebraska's 45 year celebration of it's official charter. There will be a review of the Chapter history at the February Luncheon.

Budget: Jennifer Kay reviewed "Budgeting for Dummies" and discussed the various accounting aspects.

Board Reports Summary:

Celebration & kudos

- Kudos to Carol for planning and facilitating an extremely valuable and productive December retreat. To the entire Board for their participation in making our December Retreat a great time for learning more about one another, strategizing for the future, and having a great time together overall.
- Many, many thanks to Terry Ralph for fulfilling our urgent request for an internal review.

- Thanks to Linda Beiriger for posting our CORE-related documents. Thanks to all those working to make CORE “core” in our chapter. Way to go, Linda B. on getting it posted to the web!
- Congratulations to Tom and Jen Kay!
- To Deb Dice and her committee for having almost the entire 2004 Program agenda put together so that we can all plan ahead.
- To Lisa Hayes for her leadership as 2003 President and her continued support as we move into an exciting new year.
- Another great newsletter, Kristi!
- Thank you Sue for continuing to support Diane as she takes over as the membership liaison with NexGen, and battles all of our FUN STUFF with the Membership Directory & database. We appreciate ya!
- Want to thank Carol, Lynette, Lisa, Kim Olson and Carla Zak and the rest of our table and board members who made my new co-workers and “future members” feel so welcomed! Just to pass their first impressions on... they were incredibly impressed with the range of skills, experience, and career areas within our membership body and felt this organization was the one place where if you were in the T&D field you need to be a part of ASTD Nebraska!
- Once again congrats to Kristi Rutledge for her new employment opportunity at SITEL as their Training & Quality Manager. Please update your email lists to contact her at kristi.rutledge@sitel.com
- Special thanks to Linda M, Linda B, Denai, Diane and Sue for looking into our web site issues and pursuing the solutions.
- Special thanks to Denai for getting us a spot to meet.
- Special thanks to Tricia D for coordinating our joint board meeting with Lincoln in February. We will not have our regular board meeting but reports are still due.

FYI

- Linda Beiriger and Lisa Hayes will work together this year archiving previous CORE submissions and documentation on our website.
- Upcoming projects that Lisa Hayes will be working on: 2003 Annual Report, 2002 and 2003 Historical Binders
- Tricia D. still working with the Lincoln Chapter to coordinate activities in February when Maureen Orey is in town. Responses from our chapter indicated that a joint board meeting the afternoon of 2/18 would be doable. Lincoln is working on securing Mahoney state park lodge as a mid-point for both Omaha and Lincoln Board Members. Tricia D will keep you informed as she have more data to share.
- Newsletter submissions due 1/23 to Kristi.
- For the time being, please funnel all web requests to Linda B. through the appropriate VP and cc: Linda M. There have been a lot of requests recently and hopefully this will cut down on duplicate requests and confusion. Thanks.

- Diane is working with NexGen to complete the updates Sue requested a LONG time ago from them. So far so good, and we will keep you posted as things progress.
- There will be a Membership Committee meeting scheduled for February. If you are in contact with any members interested in finding out more about ASTD / the membership committee, please let them know of this upcoming opportunity. All info for this meeting is TBD.
- Feedback regarding the Mentor Program so far for our current group is positive. Many suggestions were made as to how we can provide more senior and tenured mentor pairs a more applicable experience – we will use this information in our edits to the program.
- First Professional Development Meeting January 21 will allow us to embark on the first steps towards Advanced Trainers Institute.
- We will also be examining our goal areas in further detail as a committee to establish our goals for 2004.
- Contact Kristi, Tom or myself if you need any assistance with marketing your committee's events, work, etc.
- Kristi is creating table cards each month for monthly meetings.
- Tom is creating a Press Release to announce the new Board to the community.
- Angela Galloway is exploring advertising costs of Omaha World Herald.
- Angela is gathering volunteers for the *Branding Task Force*. This group will meet over the next few months to create a plan to find a "brand."

Decision

- During the Board meeting, please review/approve the CORE verbiage I've prepared for our 2004 submission. All 17 elements will be evaluated at 100% compliance. Once I have your approval, I'll proceed with our submission.
- With the CHIP promotion, do we want to continue to promote purchases through Amazon.com?
- Where are we headed after this board meeting to "network"?
- "Scholarship Award" No one submitted an application for the "Scholarship Award" again this year, where would we like to go with this? Do you want to make suggestions for Monica and Patricia?
- Example: Use the money to contract one of our CIT instructors and present a couple session "free to the first "so many" applicants. This would increase the number of members we are reaching and helping to develop!
- "Yearly Program Agenda" Should the Yearly Program itinerary be distributed as a "Special Email" after it has been posted on the Web Event Page?
- "Free Admission" Because we want to "celebrate" our awards and allow our nominated members the chance to attend free of charge, "free admission" will be given for November. Do we want to budget for "free admission" in December also? If the attendee numbers remain about the same, the November cost would be about \$800 and the December cost would be about

\$1000. The ASTD Nebraska ROI event is scheduled for the December meeting!

- “Award Update” Monica Rose will introduce the new plans for the 2004 Award Celebration at the February board meeting!

Volunteers

- Terri Ralph has volunteered to be on the *Branding Task Force*.