

March 2003 ASTD Nebraska Board Meeting Minutes

Monday, March 10th 2003
Scott Conference Center – 6450 Pine Street
3:15-5pm

Attending:

Lisa Hayes	Carol Horner	Gretchen Finke Patras
Lynette Campbell	Tim Frederick	Tricia Danielsen
Patricia Harrold	Deb Dice	Sue Wymore
Denai Vaughn	Jennifer Engelhardt	Linda McManigal

Not Attending:

Tour: 3:15 Kay Telford, Event Manager of the Scott Conference Center gave interested board members a tour of the facilities. They were state of the art, and very impressive.

Opening

Started at: 3:30pm - Board Room

Refreshments: Scott Conference Center provided

Board Development: Tricia Danielsen

Tricia had a Tree drawn on a flip chart. We were asked to write on post it notes, at least three strengths and weaknesses of ASTD National, our board and the membership. Tricia will send us a copy of our brainstorming.

Roundtable Reporting

Lisa – president

Celebration & kudos

- What a phenomenal start to our year! I have received some great feedback from our membership, complimenting the Board on our accomplishments. I sincerely thank all of you for your giving spirit, member-centered attitude, and committed focus. It is an honor to work with you!
- Congratulations to Denai! Denai was promoted in February. Her new title is Instructional and Educational Technology Designer.
- Happy Birthday to Jen, March 26th
- Happy Birthday to Trisha H, April 7th
- Lynette Campbell was recently promoted to Organizational Development Specialist. She was also nominated for the Carlson Fellow (Hall of Fame) at Carlson Companies.

FYI

- We honor member prices for members of other ASTD chapters.
- Our June retreat will be Monday, June 9th and will also serve as our June Board meeting. Please forward this date to Directors, as they are expected to attend.
- Copied below is Brenda Dooley's response to my congratulatory email: (she won the ASTD ICE registration.)

Thanks so much to ASTD's Board for this opportunity. I've never been to a conference of this size and scope before so I'm really excited. We started an internal university this year at United Way so my training role is expanding considerably. This couldn't have come at a better time. I can't wait to get back and tell you all about it! I know it will be great.

- I've received a surge of training requests lately. If anyone knows of a good method to communicate them, please let me know!
- As new members of the Chamber of Commerce, we received an orientation folder, plaque, and "Guide to Greater Omaha" book. CAM will store these items.
- CHIP Update: The revenue sharing opportunities have been updated. For more details, see the Chapter Leader Connection email forwarded on 03/10/03.
- RFPs for ALC, Nov 6-9, will be coming out soon. Carol made us proud last year! It would be great to have NE representation again this year. Anyone interested?
- National Volunteer Week is: April 27 - May 3rd – we want to recognize all of our volunteers!

Decision

- CAM might close their offices during the week of June 23rd. We brainstormed some solutions and/or requests, and **Lisa will forward to CAM.**

Linda McManigal – CORE

FYI

- We will submit CORE by April 1st and will be compliant.

Gretchen – past president

Celebration and Kudos:

- Congratulations to our current CIT graduates, Denai and Kristi!
- I also want to strongly applaud the enthusiasm generated today through multiple emails, triggered by Denai's sharing of the new members she and Kristi solicited at a recent CIT class.

FYI

- Plans for "Fish!" on August 13 continue to develop. The project team had its second formal meeting on 2/28. Thirteen people attended the extremely

productive meeting, and we have a total of 24 volunteers to date -- including some "high potential" future chapter leaders.

- We decided to do "paper" instead of electronic registrations for FISH! in order to standardize the process.
- The 2002 Annual Report is waiting for a few pieces of data, and should be finalized prior to our board meeting
- Next on my list will be the 2002 historical binder to go into our historical library (housed at CAM).

Jen – Treasurer

FYI

- We're doing well financially.
- Budget in it s finalized form. Available for viewing on our internet site.

Trish – Professional Development

Celebration & kudos

- Outstanding Job to **Linda B.** our Web Wiz .
- Thank you to **Tricia D.** for putting together such a great process.
- Continued thanks to **Terri D** for our CIT write up.

FYI

- Partnership with Drake University for the Masters Program in Human Performance has been established for 2003.

Deb – Programming

Celebration & kudos

- Thanks to Judy Morss for her continued guidance and support of the SIGS this year.
- The FISH task force has grown and has so many bright new faces, it is extremely exciting to participate with a group with so many fresh bright ideas- Thanks Gretchen for leading us to water!
- Thank you to Carmen Langel and her decoration committee for the spirit and fun décor at each meeting!

FYI

- To be held at the Westside Community Conference Center: Our July meeting , New "Morning Time" November Award Celebration 11-12-03 - 8:30-10:30 AM and our December Open House.

- A flyer was distributed to Karen Dwyer's class at UNO, inviting them to join our membership.

Tim – Marketing:

FYI

- Advertising Options available with ASTD Nebraska are now posted on our website. Thank You Tricia D. for all your efforts! ☺ Please remember.... marketing is everyone's responsibility
- "Bonus Bucks" program on hold until 2004.
- "Fish" Corporate Sponsorship information has been completed. A sample was distributed.

Tricia – Communication

FYI

- Web page reviews and newsletter spotlights each month per Executive Board position. Make sure any web pages relevant to your position are completely reviewed and updated (if necessary),
- Update your Position Description to reflect the pages your team is responsible for ongoing.
- Newsletter article - highlight what your team is responsible for to help enlighten our members and hopefully entice them to be more involved once they know more about what each of our areas do.

Sue – Membership

Denai – New Member Orientation

Celebration & kudos

- First MOS session for 2003 held in February.
 - Stacy & Greg conducted our 1st MOS for the year...QUITE successfully.
 - Thanks to Kristi and Bill for their involvement as well.
 - Thanks to Lisa & Carol for "tag-teaming" at the February MOS. Special KUDOS to them for being the only board members to attend.
- Already have 6 registrants for the next MOS (May).
- Database conversion from ACT to Access underway.
- Kristi & Denai graduated from the CIT program.
- The Participant Evaluation and Knowledge Assessment are BOTH online this year, thus saving us \$\$\$ on printing costs.

FYI

- Current membership count: 354

- Companies represented: 147 (35 members – no co affiliation)
- April Greeter – Carol Horner.
- Major database revamp on web by end of March

Meeting adjourned: 5:00 pm

Next MONTH:

Board Meeting: - Morgan Building – April 21st - 3:30

Treats: Jennifer Engelhardt

Board Development: Trish Harrold

Action Items for Board

DUE DATE	ACTION ITEM	WHO'S Responsible
Friday, 4/11	VPs: Please send Lisa an email outlining your team's key accomplishments thus far in 2003.	VPs
April Meeting	Dress for fishing! Bring your tackle box, fishing gear, etc.	All
	If we have items of interest to be advertised to HRAM membership - email to Tim Fredericks by Thursdays @12:00	All
03/20/2003	Final Copy on all April Newsletter articles due to Kristi (Carol – Pres Elect Article)	ALL
03/28/2003	PowerPoint slide data for April monthly meeting due to Tricia	ALL
04/01/2003	April Web Focus begins	President Month - Lisa
04/15/2003	Draft or request for “space” due to Kristi for May Newsletter	ALL
04/20/2003	Final Copy on all May Newsletter articles due to Kristi (Lisa – President Article)	ALL