

April 2003 ASTD Nebraska Board Meeting Minutes

Monday, April 21st, 2003
Morgan Building – 8420 Dodge
3:30-5:00

Attending:

Lisa Hayes	Carol Horner	Lynette Campbell
Tim Frederick	Tricia Danielsen	Deb Dice
Sue Wymore	Denai Vaughn	Jennifer Engelhardt

Not Attending:

Gretchen Finke Patras Trish Harrold

Opening:

Started at: 3:30pm - Board Room

Refreshments: Jennifer Engelhardt

Board Development: Denai for Trish Harrold (who was ill)

We gave each other “Pats on the Back!” We taped paper on each other’s backs, and went around and wrote our appreciation for each other! Fun!

Roundtable Reporting

Lisa – president

Celebration & kudos

- Congratulations to Deb on her promotion at FNB to Senior Training Consultant.
- Kudos to Tim for negotiating free HRAM mailing labels.
- Thanks to Jen for working through our budget.
- Kudos to Linda McManigal and Carol Horner for completing CORE submission. This marks 4 years of successful alignment with national requirements! YEA!
- Happy National Volunteer’s week coming up next week!

FYI

- 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. Any ideas on agenda, please forward to me!
- Consider submitting for the ASTD Leader’s Conference.
- Please remember summer vacations at CAM. Make preparations.
- Tom Westbrook from Drake University will tell about the Master’s opportunity at the May 7th meeting.

Decision

- Board members will be asked to look at and approve what is being mailed out using our labels. The responsibility for this will change to the VP of Marketing.
- We will ask Kim Whitesides to put out the following question on her “survey board” for the membership about how they feel about the mailings they receive. What would they like to receive, etc.
- In future, we will suggest to those requesting mailings that they state they are purchasing labels only, not “partnering” with ASTD.

Carol – president elect

Celebration and Kudos:

- Linda McManigal was successful in completing our CORE submission.
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FYI

- I’m going to review the Policy and Procedure manual. I’d appreciate input.
- Please complete your succession planning information and send to me. I will set up some conversations in the next few weeks.

Gretchen – past president

Celebration and Kudos:

- Plans for Fish continue on target.
- The 2002 Annual report is live on our website. Thanks to Sue, Jen, Tricia for pulling together the pieces in time to make our CORE deadline.

FYI

- Working on the 2002 Historical Binder to be placed in our historical library 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

- Great progress on Trainer’s institute for Fall – thanks Monica
- Stephanie – great article for newsletter.

FYI

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

Deb – Programming

Celebration & kudos

- Congratulations to Margaret Sailors on her fabulous promotion! Thank you for all of your hard work and dedication you have contributed to ASTD.
- Thanks to everyone who participated in creating the FISH! atmosphere at the March meeting. Carmen, the centerpieces looked fabulous.

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 (second Wednesday of the month)
- Angela Galloway won the first Fish License door prize!
- May’s theme: Support your Troops and Country! Dress appropriately!
- In July, Tom Westbrook from Drake will speak on “How to Create a Web Based Training.”

Decision

- Any alternative plans for audio visual equipment at the meetings are welcomed!
- We will do paper evaluations instead of electronic at this time. When we did paper, we got 41 out of 71. When we did electronic, we got 20 out of 91. Will continue monitoring.

Tim – Marketing:

Celebration & kudos

- Thanks to Kristi Rutledge, Angela Galloway and Linda McManigal for their hard work on the Marketing committee!

FYI

- Kristi Rutledge completed the Fish Flyer and it should be available on our website soon.
- “Fish Corporate Sponsorship” information has been completed and distributed.
- Angela Galloway and Linda McManigal have completed preparing an e-mail which will highlight marketing options available to local consultants and vendors.

Tricia – Communication

FYI

- Due to vacations, please send e-mail updates to both Linda (4/24-5/5) and Tricia (5/4-5/11) at their home email addresses.
- Kristi is working on implementing a KUDO's section in our newsletter. Be sure to give her your thoughts. We'll also be looking for content.
- We will talk about a scholarship proposal next month.

Sue – Membership

Denai – New Member Orientation

Celebration & kudos

- Kudos to Sue, Carla, Pam and team who implemented the new database/took part in the onversion process.
- Orientation group meeting May 8 to finalize the PowerPoint and MOS packet. Committee members will be recognized for continued support and hard work as part of the national volunteer week celebration.
- Bill French & Michelle Koester have volunteered to help with the ASTD Database! Yeah!

FYI

- Current membership count: 361 – number is growing!
- Companies represented: 151 (35 members – no co affiliation)
- May Greeter – Lisa Hayes
- Carol Horner introduced me to two future members who are registered for May MOS! Keep them coming!
- Please attend May 16th MOS. Please encourage members or those thinking about joining ASTD to attend. Your assistance is GREATLY appreciated.
- Letters should go out this week to membership regarding database change.

Meeting adjourned: 5:00 pm

Next MONTH:

Board Meeting: - Morgan Building – May 19th - 3:30pm

Treats: Tim Frederick

Board Development: Tim Frederick

Action Items for Board

DUE DATE	ACTION ITEM	WHO'S Responsible
ASAP	Reserve June 9 on your calendar for Board Retreat.	All VP's and Directors
ASAP	Succession planning info to Carol	All
ASAP	Tom Westbrook will come to your company to discuss Drake's master's program. Let him know if you're interested.	Any interested
4/29	PowerPoint slide data to Tricia	All
5/1	May Web Focus begins	Deb Dice
5/7	Dress for May's Theme: Support your Troops and Country!	All
5/ 9	Review Scholarship Proposal. Please submit feedback to Monica Rose at mrose@saionline.com	All
5/11	Invite members to sign up for 5/16 MOS	All
5/15	Draft or request for space to Kristi for June Newsletter	All
5/20	Final Copy for June Newsletter due to Kristi (Deb- Programming Article)	All