



ASTD Nebraska  
 Board Meeting Minutes  
 November 15, 2004  
 Omaha Public Power District

Executive Board of Directors:

X	Tricia Danielsen		Deb Dice
X	Angela Galloway	X	Patricia Harrold
X	Carol Horner		Jennifer Kay
	Linda McManigal		Dina Morales
	Denai Vaughn	X	Sue Wymore

Other Attendees:

Kristi Rutledge  
 Valerie Noll  
 Diane Skrobo  
 Linda Beiriger

**Action Items:**

Due Date	Action Item	Person Responsible
12/6/04	Review by-laws for discussion at Dec retreat	Executive board members
12/6/04	Survey executive board for preferred times	Tricia Danielsen
12/20/04	Risk Analysis form	All board members

**Agenda Items:**

- Board Reporting  
 Carol Horner for Dina Morales: Dina is conducting an audit of expenses and profits with Bellevue University for Trainer's Institute and the Certificate in Training Program. The report is pending.

Patricia Harrold: Income from CIT and TI are now being recorded under Professional Development versus Membership.

Angela Galloway: A new ASTD CORE requirement is to have 25% of our membership be a member of national as well. We currently are around 17 to 18%. There will be some marketing conducted to increase national membership or to recruit national members to be chapter members as well.

Reminder, all executive board members must be a member of national. There is a discount available.

Linda Beiringer for Linda McManigal: The new website will be going live soon. There is still some training happening for people who will be using the admin tools. There were also some questions as to how data would be tracked in the new database.

Reminder, all future enhancements to the website need to be coordinated through the VP of Communication, currently Linda McManigal.

Carol Horner for Jen Kay: The budget was reviewed. Final bills for ALC, the awards banquet and the new website are not accounted for in the current figures.

- Orientation – Tricia Danielsen  
A task force will be created to update the History of our chapter. Board member expectations were reviewed. The by-laws will be discussed at the December Board retreat.
- 2005 Board Meeting dates and times are yet to be determined. A change to the structure has also been suggested. Tricia Danielsen will compile the data and present this at the December board retreat.
  - Other dates to mark on calendars are the luncheons, MOS, SIG and ALC (Nov 3-5, 2005).
- Board Reports and Meetings: Discussion was held regarding the format, information, content and focus. Tricia Danielsen will compile the data and present this at the December board retreat.
- December Retreat is scheduled for December 6 at Chalco Hills.
- Patricia Harrold outlined the Risk Analysis that needs to take place as part of the ASTD CORE requirements. Examples were provided. She needs each board member to list as many items as possible on pages 3 through 6. Return the forms to Patricia by December 20.

Submitted by Sue Wymore, ASTD Nebraska – Secretary