

ASTD Nebraska Board Meeting

Meeting Minutes

August 15, 2014

Present: Shelly Whittaker, Ericka Juno, Jill Banaszak, Chris Hitchcock, Michelle Anthony, Mike McIllece, Krishna Clay, Jen Labrie, Ralph Wojcinski, Lesa Deeker, Jen Wichern, Amber Hutchinson, Jon Titus, Ben Tiefenthaler, Kathy Swensen, Kim Whiteside

Absent: Karen Wegner, Elizabeth Prochazka, Jill Idelman, Pati Carr

Next meeting: September 19, 2014
September board reports due to Ericka by September 9th.

Discussion

- Trainer's Institute – Jon and Mike
 - Beyond the Basics
 - Struggling with getting enough facilitators - 3 solids and 1 possible
 - Topics
 - Learning Technologies (Creative Elearning, Rapid Elearning)
 - Classroom Facilitation (Design, Delivery)
 - Talent & Performance Development (Developing your own talent, developing others)
 - Strategic (How to prove your worth, how do you describe the role of training, ROI)
 - Costs
 - \$150 per session, 2 sessions per day
 - 10 pack for \$1000 (businesses to send multiple participants)
 - Marketing
 - Marketing is going to start sending out emails and marketing individual sessions
 - Meeting with Liz Hall to set up a panel of industry experts at C&A – high-level experts talking about challenges and initiatives, will talk about TI at this event - expect an email soon! Happening in September. Target audience - company decision makers, manager titles and above. Liz is doing all the work. Jon will get more information at meeting on Tuesday.
 - Save the date email needs to go out next week, not doing post cards
 - Advertise dates ASAP!
- ATD Transition – Jen L.
 - Identify state filing requirements - Chris - call in, needs to follow up
 - Website - Ben - need to get the new domain name, gmail is changing costs so researching options; auditing all the pages; working on getting the anniversary logo

- Shelly is working with Glenda to get the membership vote on by-laws
 - August activities - speaker agreement and RFP are done, just not on teamwork PM
 - RFP language is also being updated for NOT selling from the podium and cancellation policy
 - Discussion about how to handle speaker cancellations
 - If anybody has speaker agreements they could share, please email Jen W
 - Tricia Danielson has experience with speaker agreements, Jen W will reach out to her
 - Speaker's agreement and TI need to mirror each other
 - August activities are under way, National does have new materials out on the website
 - For the social media sites Kim W is looking at ATD Nebraska and TD Nebraska
 - National could not use ATD because of American Truck Dealers
 - When possible, we will grab both
 - Most sites will automatically redirect for a period of time
 - Current members won't need to make any changes
 - If you have physical items to replace, research those costs (i.e., name tags, table tops, pop ups, table clothes, etc...)
 - As you complete tasks, update Jen L
 - Please track your hours of work spent on this effort
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- Past President's meeting on the 22nd of September
 - Going to ask for a list of past president's willing to fill in if a program speaker cancels
 - Kudo's to Carol for filling in at the August program
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- New Business
 - Partnership Team with National ATD - Chris
 - Big things are coming, but Chris can't say more
 - Chris is impressed with strides ATD is taking to work with chapters
 - Succession Planning - Jill
 - Some potential board members aren't interested, but some new people are interested
 - Next step is board applications
 - Next few weeks Jill will be sending board applications to VPs so they can interview for open positions
 - We have one application right now, but more are coming
 - Will make proposal to membership in September for VPs and Executive Team so we can vote in October, would like the applications this month
 - Director positions have a bit more time
 - Open positions - VP Membership, Director of Communications, Director of Marketing, and Director of Education
 - Siouxland GIG - Jen
 - August 7th meeting was cancelled
 - Looking for local leadership to run Siouxland GIG
 - Reached out to 3 people and none were willing to lead or co-lead
 - Last GIG had 10 attendees
 - They have had a total of three meetings
 - Jon will look at this in 2016 to see if there is any interest in restarting the GIG
 - Jen will draft an email to current GIG members explaining current situation

- ALC – coming soon ☺
Attendees: Krishna, Ericka, Shelly, Jon, Ralph
- CORE training - Chris
 - Chapter Operating Requirements
 - 5 CORE requirements - guidelines from National to help chapters run more like a business
 - Administration
 - Financial - audits, reviews, filing taxes, incorporation
 - Membership - joint membership
 - Professional Development - certain number each year (i.e., TI, Programs, etc.)
 - Communication
 - Outgoing President fills out the CORE survey and it has to be turned in Jan 31st; incentive to turn it in early
 - Not all chapters meet the requirements every year, but we have
 - CORE survey helps Wendy advise us better
 - astd.org/clc to find out more
- Team Updates
 - April Kassen (Past President 2012)
 - 55th Anniversary Party will be during ELW
 - Finance - Krishna
 - Budget report went out yesterday
 - Please track any ATD transition costs
 - Programming - Jen
 - Working on next year's schedule, we have 4 right now, need to get to 10
 - If you have any ideas or contacts, please tell Jen
 - Possible ideas or people
 - Angie Long at Bellevue University for Workforce Generations
 - LMS - maybe invite LMS vendors to have a table at the programs or have a panel discussion
 - This is how we do it panel - what is your company doing well?
 - Omaha Training Expo
 - Yes, elearning
 - Elearning summit - part of the day demonstrations from companies; rest of the day at a computer lab with people using the tools
 - Education - Jon
 - 1 participant in CPLP prep, Michelle is doing a great job
 - Jill is working on another mentoring event for members and non-members, date TBD
 - Marketing
 - ATD Transition
 - Membership
 - Draft RFP sent to Jen, got some feedback, working on incorporating the feedback
 - Talent development topics

- Or maybe elearning topics at table
 - Still working on ideas
- **Next meeting September 19; breakfast provided by Education**