

Minutes



ASTD Nebraska Board Meeting		
2.15.2013	7:30am – 9:00am	Security National Bank
Meeting called by	Christine Hitchcock, President	
Type of meeting	Monthly Board Meeting	
Facilitator	Christine Hitchcock	
Note taker	Pati Carr	
Attendees	April Kassen, Christine Hitchcock, Jennifer Labrie, Lindsey Wedel, Michelle Kosmacek, Pati Carr, Ralph Wojcinski, Shelly Whittaker, Stefanie Shanahan, Kim Whiteside, Heather Davis, Erick Dragsten	
Finance		
Lindsey Wedel		
Discussion		
<p>Old Business – N/A</p> <p>New Business –Lindsey has submitted a proposal to create a separate bank account for the scholarship fund. She indicated that it is easier to budget and deposit funds into a separate account and end of the year will be easier to track the carry over. There are no fees and the account will earn interest, although minimal.</p> <p>Vote:</p> <ul style="list-style-type: none"> In favor of separate account -- APPROVED 		
Action Items	Person Responsible	Deadline
Open a separate account for the Scholarship Fund	Lindsey	ASAP
Marketing and Communications		
Jennifer Labrie		
Discussion		
<p>Old business – n/a</p> <p>New Business – Welcome to Kim Whiteside, the new Director of Social Learning.</p>		
Action Items	Person Responsible	Deadline
N/A		
Programming		
Stefanie Shanahan		
Discussion		
<p>Old business – SIGs/GIGs are still in the works. Right now the process is being worked out to prepare for implementation. The Programming Committee will be working on gaining exposure at Monthly Programs about these. Today there is a vote on process to determine if the SIG/GIGs should be open to anyone or members only. If non-members join we could encourage enrollment in Power of 2 but if we require them to be members to attend this could affect CORE as many would only join to be local members rather than National. April requested more discussion on charging a fee to non-members as the project moves forward.</p> <p>Vote:</p> <ul style="list-style-type: none"> SIGs/GIGs open to only members SIGs/GIGs open to members and non-members - APPROVED <p>New Business – Programming is planning a July social. They are working to have items for discussion at the March meeting.</p>		
Action Items	Person Responsible	Deadline
N/A		

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Membership		
Ralph Wojcinski		
Discussion		
Old Business –N/A		
<p>New Business – Congrats to Ralph being appointed to VP of Membership. He has two candidates he is interviewing for the Director of Membership position. Once he has made a choice he will check with the other individual to see if they might be a better fit for a different position or role with a committee.</p>		
Action Items	Person Responsible	Deadline
N/A		
Education		
Erick Dragsten, Michelle Kosmacek		
Discussion		
Old Business – N/A		
<p>New Business – Michelle noted there are two interested people for TI and she is continuing to work on facilitators.</p> <p>Erick noted he has a CPLP study group gathering with one committed and three interested. It starts in March. The group discussed the changes to CPLP and the model. Erick noted nothing will change in 2013 but it will for 2014. We should be thinking about updating materials when they are available.</p> <p>Discussion then centered on earning the Chapter of the Month. This is only attainable every other year and we earned it last year. The submission consists of sharing our successes and National reviews it and chooses the Chapter. With it we earn a CPLP Learning System, money and are highlighted on the web.</p>		
Action Items	Person Responsible	Deadline
N/A		
President-Elect		
Shelly Whittaker		
Discussion		
<p>Old Business – Shelly has been researching HRCI credit for attendees to the monthly programs. The idea started a few years ago and we were able to budget money for three different programs this year to provide credit to attendees. We must pay \$45 to submit for it and we must have it submitted at least 30 days prior to the program. HRCI will review the objectives and the presenters' bios to determine if the program qualifies. This year Joe, Terry and Todd's programs will be submitted and Shelly will be submitting them at least 60 days in advance to allow for marketing of the programs showing this as approved. Glenda will submit to HRM and SHRM groups to share with their members as well.</p> <p>Shelly will need to gather the objectives and the bios for these three sessions to begin submitting for the credit right away.</p> <p>There was discussion if we have considered submitting for TI sessions. Shelly noted there has not but that would be something we should consider for next year.</p>		
New Business – N/A		
Action Items	Person Responsible	Deadline
Gather speakers objectives and bios to submit to HRCI	Shelly	March 2013

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President		
Chris Hitchcock		
Discussion		
Old Business – N/A		
<p>Chris began the meeting discussing committees. Stefanie has had success pulling together a Programming Committee. Stefanie has also provided a name to Jen for the Marketing group as well. If you have interested individuals who seem better suited for other areas, be sure to share their names.</p> <p>Jen won a free monthly program for finding at least three new committee members for Stefanie and her group.</p> <p>Be sure to keep track of volunteer hours. For every hour they volunteer they are eligible for a drawing for a free Certificate program. This is worth up to \$1400. April is collecting these hours for volunteers.</p>		
<p>New Business – Chris and Jill B. proposed a change to the language to the scholarship fund. Currently it does not specify how to work the fund in the Operations Manual. The proposal is to specify the procedure, in particular, noting the following:</p> <ul style="list-style-type: none"> • \$400 max awarded to any one individual, one time a year • For programming over \$100 • Must be from ASTD National certificate or workplace accredited course • Submit the form • Documentation of the program must be included • If it is a prior course this would be a reimbursement and they must show proof they attended and their grade for the course • The Executive Board (VPs and up) would review and approve by a majority vote • VP of Education would inform the recipient of the decision • Applicant signs receipt of the scholarship and that it will go to the specified learning facility • Applicant will be required to share their experience in the form of a newsletter article <p>There were several with concerns about the “accredited” language as this has been a challenge in the past. It was suggested the proposal be resubmitted without this requirement language.</p> <p>Vote:</p> <ul style="list-style-type: none"> • In favor of changing the language – REJECTED 		
Chris also spoke of the decision to begin planning a 2014 Big Event. We are in the early stages and are “tossing around” ideas right now. Ericka Juno has thrown her hat into the ring for heading up the event. More to come.		
Action Items	Person Responsible	Deadline
Chris to revise the language and resubmit the proposal.	Chris	March 2013
Chris to speak with Ericka Juno about heading up the Big Event	Chris	March 2013
President		
April Kassen		
Discussion		
Old business – N/A		
<p>New Business - April is doing some research on getting involvement from the CLO group into ASTD Nebraska. This would be Director level and above.</p>		
Action Items	Person Responsible	Deadline
N/A		

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Guest Speaker – Heather Davis, Past President

Heather Davis

Discussion

SIGs/GIGs:

Heather shared with the group her experiences with SIGs. She noted that SIGs were around before she came on board and started with the technology SIG. It emerged with people using technology in the industry and brought in a lot of members who learned a lot from one another. This eventually broke off into its own group and although they are still around, they are not affiliated with ASTD Nebraska.

The Chapter always had Book SIGs and these are always good to use. There was also a Customer Service SIG as this was very popular in 2002 for the area.

Heather noted that SIGs require someone to manage and to be fully committed to its success. Leaders of SIGs naturally segue into Board members; this is a great way to recruit for the Board. You should find people who are passionate about the SIG and possibly consider co-managers to ease the burden and stress.

To lead a SIG it requires a person who is somewhat of a salesperson. You are consistently “twisting arms” to get things done and persuading people to get and stay involved. Not everyone who wants to participate will want to lead or facilitate a session so there is a lot of outreach and a lot of promotion within the group.

In the past we did not charge for membership but did find it helpful to have a Host to house the SIG and sometimes provide refreshments or resources.

Marketing the SIGs meant listening to the membership to know what their interests lie and to meet those needs. They used the newsletter and kept it low key. Small groups are best and the Book SIG can be a good way to start.

The leader of the SIG will need to be sure they know everyone involved, they know what they are doing and get to know them and their interests to keep them engaged and for recruitment purposes.

Business Partners:

Years ago there was partnering involved with Bellevue University for SIGs and TI. The relationship was formed to allow BU to provide for the administration and to provide the location and ASTD Nebraska would run the program. Heather noted the people on the committee were stressed because they were actually doing most of the work and the partnership was not working the way it was intended. It was finally determined that the return on investment just wasn't there. What they found was certificate programs were more beneficial in terms of National level talent being involved, more flexibility to pick and choose what was offered based on members' needs. A lot of evaluation was done in focus groups, surveys, and the financial data.

SUMMARY OF APPROVALS FROM MEETING:

- Move Scholarship Fund from the Operating Fund into a separate account--APPROVED
- SIGs/GIGs open to members and non-members - APPROVED
- Change the Operations Manual language surrounding the Scholarship Fund--REJECTED

