

ATD Nebraska Board Meeting

Meeting Minutes

December 19, 2014

Present: Shelly Whittaker, Ericka Juno, Jill Banaszak, Chris Hitchcock, Michelle Anthony, Krishna Clay, Pati Carr, Ralph Wojcinski, Jen Wichern, Jon Titus, Jen Labrie, Ben Tiefenthaler, Sandy Knowski, Kim Whiteside, Mike McIllece

Absent: Amber Hutchinson, Kristi Rutledge, Jill Idelman, Lesa Deeker, Kathy Swensen, Karen Wegner, Elizabeth Prochazka

Next meeting: January 16, 2015; HyVee
January board reports due to Kristi by ???

Unfinished Business

- **ATD Transition – Jen and Shelly**

- Website colors are updated
- If you see anything that needs to be fixed, tell Ben and Jen
- If you know how to fix it yourself, feel free to do that too
- Fixing the board member page is on their list, but they will wait until new board member changes are made
- Emails will be updated soon too
- Switching logos on social media - done yesterday, still working on making it all ATD
- Addendum affiliation agreement - still haven't seen it, Shelly will email Wendy again
- Secretary of State rejected us for a 3rd time - Name is too closely affiliated with ATD Inc, ATD was slow to fill it out, ATD Inc in Nebraska is an automotive group, so we are going to spell out instead of using ATD, resubmitted waiting for a response
- Krishna is waiting for Chris in order to do governance stuff
- Jen has about 60% of stuff done with Scott - still waiting to confirm last 4 dates
- Ralph working on flash drives, but now not doing that with new budget stuff, Ralph will get the New Member Orientations stuff updated and on the web
- Chapter signage is in the budget for 2015 but not ordered yet
- We are getting there slowly

- **ELW Week Review – Jon**
 - See board report
 - One attendee submitted resume for review
 - A lot of good engagement from facilitator's
 - Annual event that we just do well
 - It does help us recruit new members - and we did get a new member from it
 - Sign in sheets will be on teamworkpm soon
 - No survey going out

- **55th Anniversary Extravaganza Review – Chris**
 - We came, we partied, we are done
 - 66 people
 - Evaluation survey going out soon
 - Stayed very close to budget, might be \$50 over, will depend on photo booth
 - Gina came, we got a plaque from Tony
 - We did not recruit board members to help on the committee, only board member was Jill I. because she insisted on being the MC 😊

New Business

- **Revised Sponsorship Program – Pati and Jen**
 - Instead of different tiers, monthly sponsors
 - \$150 - logo on website, monthly program, verbal announcement, etc...
 - See handout
 - Will advertise in January “your logo could be here” in various places we offer
 - If sponsor wants more than 3 of the optional items, they can purchase extras
 - These items will only be available for month of sponsorship, previous sponsors would be on a different page
 - OK to have more than one sponsor per month; but presentation would be limited to 1 per month, first come, first served
 - Deadline for sponsorship, the first of the month prior (i.e., Feb 1 for March program), this allows us time to do the marketing
 - Other options to offer - sponsor meals or snacks (Jen will get costs)

- Send sponsors to Jen
 - Need to update sponsorship page on website
 - Talk to Glenda also about what she would like to do next year
 - Board - everybody should be trying to get sponsors
 - How will we coordinate so that we all aren't contacting the same person? Jen will put a spreadsheet out on teamworkpm
 - Most brought in from sponsorships was \$3k - 4k
 - Could also do sponsors for TI
 - A volunteer to coordinate this once it is going would be ideal
 - Need to note who the point person is for each sponsor
- **2015 Budget and VOTE - Krishna**
 - See handouts - 3 different pages, expenses, income, summary
 - See handout from Jon
 - We had budgeted for a loss the year, but will actually break even
 - We plan to be conservative on our numbers
 - Why did we spend less on programming this year than planned? We don't have all the numbers in yet; we usually budget for 40 people at each event, we didn't have 40; this year we are doing an average of the last three years, so we will plan for 35 attendees
 - No winter social for 2015
 - Historically, income comes from membership and TI, not programming
 - Keep using the CHiP code - also let's announce CHiP at programs, also consider writing an article
 - TI - in September, same day of the week for 5 weeks, done by start of October
 - Remember if you need something not on the budget and it is over \$100, bring it for a vote
 - BUDGET Vote - All voted yes, vote passes
 - Thanks for all the budget work
- **Thank you's – Shelly, Jill**
 - Amazon email today - from Shelly, thank you for the work this year
 - Thank you Shelly for all your hard work