

ATD Nebraska Board Meeting

Meeting Minutes

May 20, 2016

7:30 – 9:00 AM

Next Meeting: June 17, 2016 – Centris Federal Credit Union
June Board Reports due to Kristi by June 7, 2016

Welcome / Board Introductions

Jon asked visiting past president, April Kassen to introduce herself and review key accomplishments from her presidency and then asked board members to share one personal or professional accomplishment.

Unfinished Business

Volunteer Update– Jill B.

Jill reported that she placed one new volunteer this month.

- One new volunteer is member in transition
 - Jill provided name to Amber for programming

Succession Plan – Krishna C.

Krishna announced that she has selected Ericka Juno for the President-Elect in 2017.

Director of Communications – Jen L.P.

Jen has found a new Director of Communications who will be starting in June.

- Shaundra Walker has accepted the Director of Communications position beginning in June
 - She will take over the newsletter and sponsorships
- Jen put in a plug for sponsorships and urged board to review upcoming programs and match programs with potential sponsors
 - There is a document on the website with sponsorship information that can be shared with potential sponsors

ALC Proposals – Krishna C.

Krishna urged board members to consider sending a speaking proposal for ALC (Oct), Proposals are due the end of this month.

- Current ATD NE proposals
 - Krishna & Ericka
 - Ralph
 - Jen L.P.
 - Jon T. – considering / may have a commitment to speak with a National ATD group he is affiliated with
- Krishna would like to know how many people are interested in attending – please send her an email if you are considering going

June Program Location – Jon T. Karen W.

New information regarding the DO Space location required further discussion and vote.

- DO Space – location choice for June meeting
 - Rooms are not free as previously thought - \$50 per room
 - Room being considered holds 40
 - Reviewed atmosphere, which is industrial (no carpeting, open)
 - May create a noise issue for the breakout sessions
 - Have not purchased a microphone for the room yet (may or may not be available)
 - Reviewed recommended caterer options
- Board discussed options and voted to keep the June program at the DO Space
 - Reserve 2 rooms (\$50 each) to accommodate breakouts
 - Go with boxed or less expensive lunches
 - Krishna indicated that even with the unanticipated room charges, the program should remain within budget

Trainer's Institute – Jen W.

Jen announced that they have proposals for every category and two proposals for all categories except one.

- 14 submissions – plus one more on the way
- Will use a scoring rubric to help determine the best candidates
 - Jen is looking for volunteers to help with the selection process
 - Will hold a conference call on Wed., May 25 to go through the proposals
 - Goal is to make the selections by the 1st of June so marketing can begin in earnest
- Jen will ensure that those not selected to present at the Trainer's Institute are offered an opportunity to present at a regular meeting & will keep their names for next year's TI

New Business

Education Nugget– Ericka J.

Ericka gave the board a pop quiz regarding national ATD benefits and will follow-up by sending all board members a list of benefits with links and Jon shared the 35% National membership requirements for CARE.

June Program Promotion– Jon T.

Jon announced the June Program which will be a panel of board members sharing key take aways from ICE and the Learning Solutions conference in Orlando, sponsored by the eLearning Guild.

July Social – Melodi

Melodi announced that the July social will be held at Werner Park again this year as last year's event there was successful.

- Melodi offered several dates for consideration
 - Board selected Thursday, July 21 (thirsty Thursday)
 - Other dates interfered with start of school, or were on dates that offered seats that would be in the sun for the duration of the game

Electronic Communications – Jon T. & Jen L. P.

Jon announced that people were having problems with work emails getting through.

- With switch to MailChimp must be diligent to ensure the auto email that pops up is correct
- Home emails seem to be working better than work emails at this time
- Please be diligent and follow up with individual if you don't receive a response – there may be an issue with email going through

Annual Survey Adjustments – Jon T. & Ericka J. & Krishna C.

Jon announced that the annual membership survey needs revamping.

- Ericka & Krishna have started working on updating / revamping the survey
 - Two key questions are –
 - If we ask a question – is it asking about something that we can change?
 - Are we asking questions that we have access to the answers / data somewhere else?
- Jon let brainstorming session to start gathering information about why members do not get active (i.e. come to programs)
 - Question was posed – Should we be trying to tap into people who are not currently engaged or should we be focusing on members who currently are engaged?

- Suggestion offered – We should be looking at other organizations in other industries and finding out what they are doing to engage their members / customers and emulating their best practices.
- Board was asked to start thinking about what information we would like to gather with the survey before the July retreat
- ATD NE will be using a new survey tool for the 2017 survey

Monthly Meeting Attendance												
Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Jon Titus	Green	Green	Green	Green	Green							
Jill Banaszak	Green	Red	Green	Green	Green							
Krishna Clay	Green	Green	Green	Green	Green							
Kristi Rutledge	Green	Green	Green	Green	Green							
Ralph Wojcinski (VP)	Green	Green	Green	Green	Green							
Jen Labrie Pereira (VP)	Green	Green	Green	Green	Green							
Ericka Juno (VP)	Red	Green	Green	Red	Green							
Jen Wichern (VP)	Green	Green	Green	Green	Green							
Amber Hutchinson (VP)	Green	Green	Green	Green	Red							
Kristi Stewart	Green	Red	Red	Red	ph							
Kim Whiteside	Green	Red	Green	Red	Green							
Teresa Gan Wolfe	Green	Green	Green	Green	Green							
Sandi Knowski	Red	Red	Red	Grey	Grey	Grey	Grey	Grey	Grey	Grey	Grey	Grey
Kathy Swensen	Green	Green	Green	Red	Green							
Karen Wegner	Green	Green	Red	Green	Green							
Lesia Deeker	Red	Green	Green	Green	Red							
Liz Brumels	Green	Red	Green	Green	Red							
Tammy Olson	Green	Green	Green	Green	Red							
Brandon Raddish	Grey	Grey	Grey	Grey	Grey	Grey	Grey	Grey	Grey	Grey	Grey	Grey
Katie Kuhl	Green	Green	Green	Red	Green							
June Kowalewski	Green	Green	Green	Green	Red							
Melodi Szymczak	Green	Red	Green	Green	Green							

Guest: April Kassen (Past President)