

**BOD Meeting Minutes  
February 11, 2019**

**Attendance 2019**

Board Member	Role	1/21	2/11	3/11	4/8	5/13	6/10	7/8	8/12	9/9	10/14	11/18	12/9
Susmitha Valvekar	President	P	P										
Don McGray	CFO	P	P										
Gillian Wilson	Pres-Elect	P	P										
Jeffrey Hansler	Past Pres	P	V										
Kimberly Goh	Secretary	P	P										
Edith Logue	VP Mktg	P	V										
Rebekah Hartman	VP Mem	P	P										
	VP Pro Dev	NA											
Paul Venderley	VP Prog	P	V										
Lynn Nissen	VP Tal Dev	P	P										
Laura Emery	VP Tech	P	P										
<b>Guests</b>	<b>Role</b>												
Denise Ross	Admin	P	P										
Paul Panco	Marketing	P	P										

P = Present, A = Absent, V = Virtual

**I. Call to Order:** 6:00 pm

- President welcomes members

**II. Approve Minutes**

- Motion to approve BOD meeting of January minutes
  1. Motion by Kimberly
  2. Motion seconded by Don
  3. Motion adopted

### III. Reports

- President – Susmitha Valvekar
- CFO / VP Finance Report – Don McGray
- President Elect – Gillian Wilson
- Past President – Jeffrey Hansler
- Secretary - Kimberly Goh
- VP Marketing - Edith Logue
- VP Membership - Rebekah Hartman
- VP Professional Development - N/A
- VP Programs – Paul Venderley
- VP Talent Development – Lynn Nissen
- VP Technology - Laura Emery
- Administrator’s Report – Denise Ross

### IV. Unfinished Business

#### V. New Business

- **Susmitha Valvekar**
  - 1) Sponsor Sheet : create a list of items for which we require sponsors. Each Board Member will choose a few items to become Ambassadors for and seek sponsors.
  - 2) Content Manager Calendar and choosing the MLEs to attend.
    - a) Denise will make it possible for the first 3 board members who sign up for an MLE to be able to attend for free (Live or Virtual)
    - b) This motion was approved at the 9/17/2018 BOD Meeting)
- **Lynn Nissen - Succession Planning**
  - 1) Possibility of asking Board Members to serve a two-year term for continuity
  - 2) Perhaps only half of the Board rotates out on a given year
  - 3) May need a policy letter or standard operating procedure to document this
- **Paul Venderly**

**Board Action Items:**

- 1) Find and Like the: ATD-OC Facebook Page  
Specify you'd like to see ATD-OC Facebook posts first, to make Step 2 easier
- 2) ATD-OC LinkedIn Company Page
- 3) Follow us on Twitter (optional)
- 4) Each week:
  - a) Share an ATD-OC Event posting with your network
  - b) Comment on a Facebook or LinkedIn post to encourage discussion within the community
  - c) Share an ATD-OC eNewsletter email with one peer in your network

**Reminder about Board representation at MLEs:**

- 1) How do we ensure Board Members serve as Brand/Chapter ambassadors at our Learning Events
  - 2) Board member or senior member introduces a new member. (Part of networking. Board member gets the info then.
  - 3) Logistics: At least One Board Member at each table.
- **Don McGray** - Chapter leadership section of ATD website
  - Volunteer of the month nominations: (No VOM selected for February)
    1. Motion to nominate \* by \*
    2. Motion seconded \*
    3. Motion adopted \*
  - Motion to adjourn
    1. Motion to adjourn by Don
    2. Motion seconded by Laura
    3. Motion adopted
  - Meeting ended at 7:50 p.m.
  - Minutes taken by Kimberly Goh, Secretary.