



## ASTD Nebraska Board Meeting

### Meeting Minutes

May 14, 2010

*Present:* Michael Merritt, Sarah Julius, April Kassen, Terry Lee, Shelly Whittaker, Marilyn Czerwinski, Laura Dyer, Christine Hitchcock, Heather Davis, Ericka Juno, Kim Hurst, Spencer Cohorst, Kate Rempfer, Jill Banaszak, Jeannie Hannan

**Next meeting:** June 11, 2010, 8:00 am Board Retreat (see calendar invite for more information)

**Secretary's note:** I will be out of town for this meeting. I will still collect the monthly board reports, but will not be there to take minutes (or type them up). Can anybody do this for me please? Thanks, Ericka

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### I. Committee Reports

#### Communications – Kim Hurst

- Thanks to all those who use the communication form!
- July certificate and August program are being communicated right now
- Strictly Business (magazine) will have something on ASTD NE every month, in return, we will mention them on our website and have their magazine at our monthly programs
- Thrive Omaha (magazine) is going to have ASTD NE info in it
- Shelly asked for newsletter articles at Wednesday's program
  - Anything timely would be great (i.e., how great last year's zoo social was)
  - Members are welcome to submit articles also
  - Will be asking past president's for articles
- Will need to re-communicate for TI

#### Programming – Sarah Julius

- Zoo Social is Jun 12<sup>th</sup>
  - Email Barb LeRouge & Sarah if you want to volunteer
  - Please register so we have a head count for ordering food
- Working on 2<sup>nd</sup> half program so we can begin marketing
- Working on ideas to increase attendance at program events
  - What about a 'frequent flier' punch card – attend 4 get a discount on 5<sup>th</sup>...
- December social will be at the Joslyn Castle, date to follow
  - Email Sarah if you have entertainment ideas

#### Education – April Kassen

- T.I. has been postponed!!! New date is Oct 18 - 22
  - Had 8 enrolled, needed 12
  - Of 8 who were coming in May, only 3 asked for refund, rest will be there for Oct
  - Working to make sure 5 enrolled get the 'early' registration price
  - Thanks to all the people who volunteered – please mark your schedule & volunteer in the fall!
- July Certificate Program is the next big push, 10 people would be ideal
- Online CPLP stopped for now
  - Will resume again in August with live webcast to assess interest
  - For those working on it now – don't forget to check out the ASTD site

#### Operations – Marilyn Czerwinski

- Update from Laura
  - Use form for requests for web 'fixes', include screen shots if possible
  - If you are updating the web site – keep the font consistent (even on the “Click here” links)
  - Volunteer for web committee are outstanding – setting up a webex to train them on website
  - Reports / stats on website will be coming in the future (using Google Analytics). Will include such things as...
    - How many different users?
    - Which parts of the website are most visited?
  - A blog will be added to the website in June.
    - Focus on member information
    - Video if possible
    - Heather will research a sponsor for the blog (i.e., a company that develops training videos)
  - The “About Us” page now has video – check it out!!!
- Update from Spencer
  - If you have ideas for discussion on linked in, please share them
  - LMS discussion has been going well

#### Past President – Heather Davis

- Thank you for all the timely work on marketing and newsletter.
- Held first “Past President’s” meeting, next meeting is in June.
- ACL is coming up at the end of Sep – plan to go and submit to speak!
  - If you want to speak, Michael or Heather can help you with presentation (or get you in touch with someone who can)

#### Membership – Chris Hitchcock

- Membership Drive volunteers
  - 1<sup>st</sup> meeting coming up – either May 26 or Jun 2, let Chris know which is better
  - Reps from each team are needed
  - By end of this year, there will be a plan in place to start on Jan 1 for 2011
- Calling tree coming soon – watch your email
  - Script will be included
  - About 25 calls per person
  - Let Chris know if you have script ideas

#### Finance – Amy Jorgensen (not present, Michael Merritt updated)

- Has met with most VPs to discuss their budget for 2010. If she has not met with you yet, she will.
- Will be calling to follow up on incorporation for the chapter.
- All expenses go thru your VP.

#### Reminders from Michael:

- Retreat is Jun 11
  - Let Michael know if you are able to attend (or not)
  - All day event – team building, training, planning
  - At Nebraska Outdoor Lutheran Ministry by Mahoney, details to come
- Regional Event planning meeting is Wednesday, May 19<sup>th</sup> at 6
  - Finalizing date & speaker
  - More info coming soon
  - Advertising starts in June and July