

ASTD Nebraska Board Meeting

Meeting Minutes

November 19, 2010

Present: Michael Merritt, Shelly Whittaker, Ericka Juno, Jill Banaszak, Barb Lerouge, Terry Lee, Sarah Julius, April Kassen, Kate Rempfer, Spencer Cohorst, Cat Rawlings, Krishna Clay, Cynthia Way, Erick Dragsten, Chris Orsborn

Next meeting:

1. December 10th 8:00 AM – 3:30 PM, Board Retreat, Durham Museum - Mezzanine Conference Room 2nd Floor, 801 South 10th St
 2. December 15th 4:30 PM – 7:30 PM, Winter Social, Joslyn Castle
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I. Committee Reports

Communications – Cat Rawlings

- Cat is stepping down – officially Dec 31st; will help Shelly till March 1st
- Congratulations to Shelly Whittaker who is stepping up to take Cat's position!
- Marketing committee; web committee meeting coming soon
- Mentoring tool kit has been updated – check it out!
- Please promote employee learning week!
- Working on sponsorship packet for regional event

Programming – Barb Larouge; Sarah Julius; Jill Banaszak

- Barb –
 - December Social – December 15th 5 – 7:30
- Sarah –
 - Working w/ communications to get 1st ¼ of 2011 online
 - Speakers need to be confirmed still
 - Tables at social for board to share information
 - Vendors can buy table at social for \$50
 - Promote food drive for social; will build an online donation feature
 - Programming will need lots of support for December – Sarah will be out of town & Jill will be going on maternity leave soon. Be sure to still send all emails to Barb, Jill and Sarah!
- Jill –
 - Still have 3 open spots for 2011

Education – April Kassen

- Spread the word!!! We need scholarship applicants
 - CPLP potential
 - Technical sessions
 - School
 - Regional Event
- Website has CPLP resources in the Member Only area
- TI for next year has big revisions coming!
- Employee Learning Week – lots of events planned, details on the website

Membership – Michael Merritt

- Tuesday night (November 23rd) membership taskforce meeting at West

Operations – Michael Merritt

- Several of our people are currently job hunting; if you know of positions, please share the info!

President-Elect – Terry Lee

- Last day to submit vote for awards was the 19th
- Board will be a little different next year – be looking for new structure
- Membership survey results have been sent to board
 - Please review for retreat
- Email from Glenda for SWAT analysis (survey of past year) coming soon
- Also for retreat (see email from Terry sent on Nov 19th)
 - Have 3 goals specific to your office prior to retreat
 - Have 2 goals not specific to your office prior to retreat
 - Update job descriptions
 - Look at National website / board only page
 - Bring National ID so you can fill out membership paperwork
- Terry presented Michael a Thank You gift for all of his hard work in 2010

Finance – Michael Merritt

- Buying new software for finance to match with Glenda
- Auditing last 3 years – will cost approx. \$2000 – vote for approval to spend coming soon
- Michael, Heather & Susan are working on books
- 2011 budget will be set up in early 2011

From Our Leader – Michael Merritt

- Thanks to everybody for all the hard work in 2010
- Michael passed out ASTD hoodies for all
- Regional event is going well
 - Looking for sponsors & volunteers right now
 - Speakers are confirmed
- Please be making your calls for the Concierge Program
 - We discussed ideas on how to do this
 - If you have problems with making the calls, let Michael know
 - You just need to call 1 time & leave a message if they are not there – or send an email