



Team: Board
Roles: Jackie May (Leader)
JoAnn Boehm (Act. Reg.)
JoAnn Boehm (Dec. Log)
All (Time Keep.)
Date: 20-January-2009

Attendees: Jackie May, Mark Kwandrans, Brian Griffin, Ward Bray, JoAnn Boehm, Jeff Manhardt, David Lynch

Absent: Nancy Mingus

ACTION REGISTER

WHO	WHAT	WHEN	DONE
David/Mary	Follow-up re. publication of next newsletter. Let Board members know what is needed and confirm "relevance" of articles provided at earlier date.	1/23/09	
David	Send Board template for volunteer requisition	1/23/09	done
Jackie	Ask questions at monthly Regional conference calls: usage of debit/credit cards, existence of vendor/3 rd party contractual guidelines (ex. what to use for standard language in different types of agreements)	2/10/09	
Ward	Discuss use of advances with Jeff Manhardt for his training team, etc.	2/10/09	
Brian	Re-send Ward previous tax liability email	1/31/09	
Brian	Send JoAnn./Ward article on advertising/sponsorship	1/31/09	
JoAnn	Interpret advertising/sponsorship article; update sponsorship program guidelines if required	2/28/09	
Board	Provide 1 st pass feedback to JoAnn before February Board meeting.	2/10/09	
Mark	Let Board know if need volunteers for Seminar on the Slopes.	1/31/09	
Board	Let Mark know if plan to attend Seminar on the Slopes	2/10/09	

IDEAS IN ACTION: NEW IDEAS FROM THIS SESSION

WHO	WHAT	OUTCOME

PLEASE FORWARD NEW IDEAS TO I-REP.

DECISION LOG

Next meeting will be February 10th.

PARKING LOT

Tentative February meeting:

Communicating Volunteer Benefit Plan – David/Ann - 30 min

2nd pass Bylaws feedback from GOC – JoAnn/Jackie – 15 min

Operations Manual – JoAnn – 30 min

Finance communications to membership – Ward – 15 min

Chapter Charity opportunities – Ward/Jeff – 15 min

Other business – 45 min.

Meeting Minutes:

Using Local company names in communications - Jeff Manhardt/Mark Kwandrans

- Targeted communications would be acceptable. Global communications mentioning local company names would not be acceptable.
- Could publish newsletter article requesting that members clean up their data to improve accuracy of targeting.

Facebook/Linked In - Jeff Manhardt/Mark Kwandrans

- used contact list to target new February attendees

Bylaws - Jackie May/JoAnn Boehm

- Jackie wants "cure" time built in re. new dissolution clauses. Will wait for feedback from Suketu Nagrecha on this topic.
- Terms Limits - will revise with 5 terms maximum for same position, no maximum years for being on Board.

Communicating Volunteer Benefit Plan - David Lynch

- David and Ann Galli will be presenting plan in February.

Chapter Debit/Credit Cards - Ward Bray

- Ward has contacted couple chapters, but they have not issued cards.
- Will pursue some other chapters.
- Potential users of debit cards would be training facilitators.
- VPs would benefit from use of credit card to pay on-going, regular charges for conference calls, etc.
- Jackie will inquire at next Regional conference call.

Tax Liabilities of Chapter Balance - Brian Griffin/Ward Bray

- Publication 598 of IRS - details tax on unrelated income of exempt organizations

- All agreed there is no major unrelated income at this time, so this matter can be tabled for now.

Operations Manual - JoAnn Boehm

- need feedback from all Board members
- should come back with some feedback before next board meeting
- try to wrap up final version before Regional conference at beginning of May

How to capture attendance analysis in Acteva - Brian

- many capabilities in Acteva that we have not tapped into yet
- looks possible to capture walk-ins
- Need to weigh benefit against time it would take for a volunteer to capture the data. Could enter a special code to register for free entrances.
- Could have walk-ins register on-line at the meetings

Other business:

- Seminar on the slopes - Jackie May inquired re. Board attendance and whether our 1 day perq could be used. We agreed it could be. See actions above.
**Amended 21-Jan-09: Only the \$100 seminar fee will be paid for Board attendees.
- Vendor/3rd Party Management Guidelines - JoAnn Boehm has tried to gather samples from other chapters, but has not received any feedback. Jackie will inquire at next Regional conference call.