**ATD Bay Colonies Board Meeting Agenda**

January 7, 2022 - Virtually

7:30AM-9:00AM

Catherine Thenault, Peter Ward, Michael Merline, Wendy Picard, Lisa Robbins, Wendy Picard, Judy Nabb, Patrick Kelley, Dina Horn, Brian Lopes,

Dayne, new member

7:34 Meeting called to order

* [Approval of Minutes from December](https://docs.google.com/document/u/0/d/1D_cutvST46bEwmDyg4ZvboEXcODVySJQcZ94ETK4dI0/edit) (Lisa / Wendy) APPROVED
* Updates
  + Finances:
    - Patrick shared Activity and Quarterly Budget. Overall we are underspent on budget.
    - Wild Apricot is expected to increase 20%. Could we find a sponsor to help underwrite/support the cost?
  + Communications
    - Jan event emails - additional announcement to go out
    - Need Feb / March info
    - Registration types/wording - Brian will make some changes to make it cleaner, and let people register last minute
    - SOS for GTKYC. Give Brian feedback.
    - Consider LinkedIn business version. Brian will research.
    - Update Dina’s Bio
  + Membership
    - New Member updates - Welcome to Dayne
    - Percipio - 100 licenses. Should be available in January. We should mention this at every meeting and add it to the orientation module, and web page. Chris will send out a mass email - one for members, and one for non-members. We need to figure out how to manage the license ending when someone’s membership expires.
  + Member orientation module
    - New Year - new things coming. Brian and Judy will build a script.
  + Programming
    - Podcast - Michael will set up a meeting on this.
    - (see below)
  + Operations
  + CARE
    - Care submitted. Do we want to do any steps for Care Plus as mentioned last month?
* Leadership / Planning
  + Wendy is planning to schedule One-on-ones
  + By-laws meeting scheduled for February 11
  + No January - Planning meeting
  + Board openings
  + VP of Professional Development - Michael Merline
    - VP of Marketing - Chris Forcino
    - VP of Strategy - Peter Ward
    - President Elect -
    - VP of Operations
  + Connor should kick off nominating committee;
    - Try it before you buy it.
  + Our Grand Finale event plan – rules/scorecard/judges/prizes/marketing/entry form
    - Peter - Eric Bloom will judge and is willing to coach. Might we want to have a Ted Talk program event? March, in lieu of Jay or with Jay. Wendy will start an email thread on this.
  + January Events ?
  + February Event - Panel at 4 persons talking about Agile. SHRM. Gary will send out the Zoom link and attendance link. Michael will finalize registration details with Gary in the next few days.
  + Spring TBD
* Update from NAC December Meeting
  + Chris was on deck for December - but the meeting was cancelled.
  + Wendy up for January.
    - Wendy can ask about Wild Apricot price increase.

8:56 Adjournment

Upcoming Meetings

1/7 Board Meeting

1/12 January Programming

1/21 NAC Meeting (Wendy)

1/? Board Planning meeting

2/4 Board Meeting

2/10 February Programming

2/11 Board optional ByLaws

APPENDIX

| **DATE** | **Program** | **Coordinator** |
| --- | --- | --- |
| September 22nd | Jamie Millard | Brian |
| October 7th | National ATD Member Benefits | Wendy |
| October 21st | Build your Brand w/ Anne Lipsett (LinkedIn and more) | Judy |
| November 9th | ATD Best Award / Gilbane / FM Global  Notes – need to market to directors of L&D | Peter | Wendy |
| December 6th 5:30PM | Networking Event | (**Catherine**| Wendy | Patrick) |
| January 12th | Panel discussion on evolving your skills: Chantal Tangui from Brown (ID Certification) | Judy | Chris |
| Feb 10th | SHRM | Chris | Michael |
| All Virtual Before through February | Unclear afterwards | | |
| March 9th | Jay Presentations Skills and Practice (also Toastmaster?) | Jay |
| **Spring TBD** | Peer-to-Peer: Off Meeting offering – Resume / LinkedIn Reviewed / Coaching / Resume Roundtable / |  |
| April 7th | Leading and Influencing Herb Dyer | Peter | Lisa | Wendy |
| May 17th | Trudy Mandeville?? | Wendy | Lisa |
| June 8th | Ted Talks |  |
| June ? | Social Event, possibly with Ted Talk event, or separately |  |

[Link to Programming Spreadsheet](https://docs.google.com/spreadsheets/d/18AxhXiViz1R7wRQQkvGBRZrU624sODhL/edit?usp=sharing&ouid=114458725081542542619&rtpof=true&sd=true)