# **ATD Bay Colonies Board Meeting Minutes**

September 3rd, 2021

7:30AM-9:00AM

Virtual

**Attendees:** Lisa Robbins, Catherine Thenault, Brian Lopes, Patrick Kelley, Wendy Picard, Judy Nabb, Michael Merline

**Absent:** Peter Ward, Chris Forcino, Jay Latourneau

Call meeting to order at 7:37

I  **Minutes** from the August 12th, 2021 meeting were approved with no changes. Motion by Lisa, seconded by Patrick.

II **Updates**

* **Wendy:** Karen Freedman has tended her resignation as Past President. Connor has agreed to fill the role. The bylaws may need to be reviewed.
* **The 2020-2021 Annual Report** has been completed and distributed.
* **Member Orientation**  Judy has started a RISE module for orientation. Please review the module and add pictures. Suggested that this be presented 15-20 minutes before a regular meeting on a quarterly basis, and include some networking.
* **Communications (Brian)** 
  + **Event registration** is set up
  + **Website refresh** reviewed
* **Membership (Lisa):** 1 new member
* **Finances:**
  + Patrick sent 2020-2021 Finances to be reviewed by Mass Chapter. Waiting for them to complete the review.
  + August Financial Position was a decrease of $1254.47
* **Special Event Pass:** 
  + Catherine will update AIPSO about the special event pass. Wendy will talk to Jay about this for FM Global. Discussed setting up a QR code that would link to a form. Pilot – Lisa will create an invoice for the full amount.
  + Special Event pass will be for remaining meetings in year.
* **Marketing** (Chris)
  + - The Regional Event page is out of date; Brian will reach out to NAC at the next meeting.
    - ATeD talk events talking points, please edit and review for Wendy. This will be sent as an email after September 22nd meeting.
* **Volunteers** (Judy) –A meeting with Crossroads has been set for September 14th
* **Update from NAC August Meeting.** The NAC meeting discussed how to embed DEI lens in board decisions.

III **Programming**

* A pre-meeting has been scheduled with Anne Lipsitz
* All should update the tracking spreadsheet.

**IV Adjourn**

* 8:59am

**V Next Meetings**

* Planning Meeting for October Programming – 9/7 11-Noon
* Crossroads Meeting 9/14 3:00-4:00
* Board Meeting 10/1 7:30-9:00