**ATD Bay Colonies**

Monthly Board Meeting Minutes

May 5, 2023 | 8:00AM - 9:30AM

**Attendees:** Wendy, Patrick, Peter, Catherine, Michael, Brian, Heather, Dayne

**Call to order:**  8:05

**Approval of minutes:** Wendy and Heather

* Updates/Open items
  + Membership Management Software update
    - Still assessing; we might have to be the front runners of it (without the store for a little)
    - WA experts in other chapters that we could lean on; not with StarChapter
    - Payment - PayPal? Fees? Integration with Quickbooks - yes
    - *Heather/Lisa - Send StarChapter questions & meet once more with them - before June meeting (ask for demo about integrations)*
      * Post something in LinkedIn Group
  + Board Elections - Nomination Committee
    - So far, no members have volunteered to be on committee
      * Wendy, Heather, Brian
    - Send email to members about open positions - 5/8
  + Summer Planning Meetings (6/21, 7/19, 8/16)
    - Brian sent out the meeting invites
  + ATD GB & BC Joint Event
    - Meeting with Lauren - [Doodle sign-up](https://doodle.com/meeting/participate/id/eV79Oj1a)
* Upcoming Events
  + May Event
    - **Level Up Your Team Culture |** 5/16 @ 12-1:30pm
      * Virtual with Wendy Hanson
      * May need help with chat management
* June Event
  + **Final Level - You Won! |** 6/14@ 5:30 - 7:30pm
    - Free Play does not have enough room for us
    - Revival Brewing in Providence, RI
      * Extensive menu (Sicilian pizza, wings) - Michael will look at the menu and price some things out
      * Drink tickets?
      * Registration fee?
        + $30 and food or $10 and no food?

Updates

* NEAC
  + Great Wolf Lodge (Fitchburg, MA) October 19 & 20
* Finance
  + Overall, April was a positive month, though net revenue was: -$1,664.03
* Membership - no updates (Lisa sent email)
* Communications
  + May Event email going out on Tuesday 5/9 and following Monday 5/15
  + Election email going out Monday 5/8
* Marketing
  + LinkedIn analytics:
    - 26 unique visitors
    - search appearances 380 times
    - 19 new followers - up 26% from last month
    - engagement rate 30.1%
* CARE - no updates
* Volunteering - no updates
* Curation - no updates
* Operations
  + Catherine sent out survey data for (2) events in April
  + Not many responses
  + Separating Gamification certification results from our programming results
  + BSL - June Event (Moving from Bias to Inclusion)
* Professional Development

Upcoming Dates:

* 5/5 - May Board Meeting
* 5/16 - Level Up Your Team
* 6/14 - Final Level - You Won!
* 6/21 - June Summer Planning

**Meeting adjourned:** 9:32