**ATD Bay Colonies Board Minutes**

February 4, 2022 - Virtually

7:30AM-9:00AM

Catherine Thenault, Michael Merline, [Wendy Picard](mailto:wpicard@axiomlearningsolutions.com), [Patrick Kelley](mailto:patrick@atdbaycolonies.org), Judy Nabb, Peter Ward, Dina Horn, Lisa Robbins, Brian Lopes,

Meeting began 7:34

* Approval of [Minutes from January](https://docs.google.com/document/u/0/d/1I2joX6aD_5RzFo0BKK-JyhKLkiJS-kf_hmkummWMYP4/edit) Judy / Brian: APPROVED
* Updates
  + Finances
    - January FInancials: Patrick reported on January
    - Wild Apricot will increase 20%. One way to reduce it is to switch from Paypal to Wild Apricot payment. Two issues - one it was new, and the other was that it required SSN. Renews in April. Wendy will send Jen at NAC a note.
    - Gift cards for speakers not board members. Peter suggested that we incorporate this into bylaws.
  + Communications
    - LinkedIn Business Version. Brian thinks we should look into the LinkedIn Business Page. Brian will research.
    - Update Dinas Bio. Dina will provide.
    - Member orientation video.
    - Social Media - remove link to FaceBook.
    - Get to know you chapter - Wendy is up next.
    - Brian submitted SOS to ATD for the Get to Know you videos.
    - Brian retrieved recognition items.
  + Membership
    - New Member Updates
      * 85% of registered participants attended the January event. 11 new attendees.
      * Member orientation video was launched!
    - Percipio: Because we are a non-profit organization making < $50000, then we don’t have to worry about any tax implications.
      * Wendy will sign and send to Michelle
      * We need an Opt Out option
      * Small group to look at this: Catherine, Peter, Judy, Lisa, Wendy.
  + Programming
    - Podcast - will set up a meeting for February 14th.
    - See below for Feb / Mar / End of year events
    - Feb event - Michael working on this
      * Book to raffle for bay colonies members.
    - March - who can produce - Michael can produce, Cat will share credentials. Dry run is on February 23, 2021
    - Peter will reach out to Jay
  + Operations
    - Dina shared survey results from the January event.
  + CARE
  + Marketing
  + Curation
  + Volunteers - met with new member.
* Leadership / Planning
  + By-laws meeting scheduled is cancelled.
    - Additional change: President Elect, President, and Immediate Past President down to 1 yr terms
    - Instead of meeting - we will use Google comments to review.
  + PO Box
  + Board openings – Nominating committee will be soliciting nominations.
    - VP of Professional Development - Michael Merline
    - VP of Marketing - Chris Forcino
    - VP of Strategy - Peter Ward
    - President Elect -
    - VP of Operations -
  + Wendy would like a task list - for each position, after the bylaw review is completed.
  + New NAC Schedule
* Peter Ward - will go to February event
* Wendy shared the new schedule and decided who will attend.
* Programming (see appendix for actions)
  + January Wins and Opportunities - Panel Discussion

| **Wins** | **Opportunities** |
| --- | --- |
| Chris was a great moderator. Kept to Narrative, and brought everyone in.  Great panelists with diverse POVs, experiences. |  |

* + Our Grand Finale event plan – rules/scorecard/judges/prizes/marketing/entry form
    - Moved from Competition to Showcase
    - Record so can have a snippet on LinkedIn
    - Feedback from Jamie Millard (will MC and give feedback). Eric Bloom will give feedback behind scenes.
    - Format - storytelling - use a story to teach a lesson.
  + Coaching
* Update from NAC December Meeting
  + Wendy January. - Updated NAC schedule & potential changes
* Possible warm weather social with another New England group. Peter will get more info.

Upcoming Meetings

2/04 Board Meeting

2/10 February Programming

2/11 Board optional ByLaws

3/04 Board meeting

3/10 SHRM

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 8-9:30AM | Jay Presentations Skills and Practice (also Toastmaster?) | Peter |
| **Spring TBD** | Peer-to-Peer: Off Meeting offering – Resume / LinkedIn Reviewed / Coaching / Resume Roundtable / |  |
| April 7th | Leading and Influencing Herb Dyer | Peter | 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)