**ATD Bay Colonies  
Summer Planning Board Meeting Minutes  
June 16, 2022**

**Called to order 9:02**

Wendy Picard, Catherine Thenault, Judy Nabb, Lisa Robbins, Jeff Rogers, Brian Lopes, Heather Boyle, Dayne Maloney, Patrick Kelly, Michael Merline

* Welcome Dayne & Heather & Jeff
* Review and Approve Minutes from 5/06 Meeting Lisa | [Wendy Picard](mailto:wpicard@axiomlearningsolutions.com) APPROVE
* July meeting confirmation in Providence - July 15th 2pm-5 at Catherine
* Summer Board outing (including Jamie, Karen, Connor, Jay, and Dina)
  + Catherine to send Invite
  + Wendy to bring SWAG
* August planning meeting? Virtual – August 16 (2PM-5PM)
* [Annual Report collaboratio](https://docs.google.com/presentation/d/1x3vXEmK2q_b72Ue_s0wWsQx1SwwyAbmi/edit?usp=sharing&ouid=114458725081542542619&rtpof=true&sd=true)n
  + CARE: responsibilities that ATD National requires, Issue Annual Report in late August.
  + Work on a document outside of Google Docs and then upload it. Or could we do it in Rise. Lisa will look at using Beyond. There are metrics in Wild Apricot that we can use to see if people open the document or not.
* Finances Part 1 Patrick provided an overview of the close of 2021/2022 budget:
  + Statement of Financial Position. We have a healthy balance with over 6 months of funds, so that exceeds CARE requirements.
  + While net loss for budget year 2021-2022, our balance is healthy and sustainable, and normal given Covid.
  + Both Income and Expenses were lower than budgeted, mostly due to virtual events
  + Also lag from National, one company paid late via National, so won’t show up in this budget year.
  + The numbers may change slightly by end of June.
* Finances Part 2
  + **Amazon Smile program:** Lisa will look into it. No objections, seems like a good idea.
  + Pricing model Options
  + Dues for membership ($50-$99 in other regional groups, Maine has $150 - including programs). Our memberships have not gone up. We could consider
    - Rate for unemployed.
    - We have a student rate - recent grad.
    - Should we consider levels? Another tier that includes programs?
    - Let's eliminate group discounts.
    - Scholarships - if you need them
    - Continue event pass
  + SubCommittee: Lisa, Heather, Wendy, Patrick
  + Sponsors to keep the cost of the program down: No. Let’s not solicit $$ but recognize corps who donate space.
  + ALC Meeting. Brian and Wendy.
* Membership Survey (20) 3-5 questions. Dayne | Catherine | Brian. Want this to go out.
  + When can you attend
    - In-person or virtual
    - Meeting Times
  + Programming ideas
  + In-person training program
  + Consider informal interviews at FM/CVS, etc to get some deeper information.
* Board Meetings (Time and day of month)
  + 8-9:30 First Friday of the Month - September - May. Sep 9, 2022 (2nd Friday, instead of September 2) - Dayne will schedule
* Programming ideas
  + [ATD Handbook](https://www.td.org/book/atds-handbook-for-training-and-talent-development). Bring in speakers who have authored books.
    - Topic and Speaker
  + Get speakers who are Connected to ATD. Consider their social presence.
  + Group Chapter Certification or Program from ATD Mother Ship
  + Before July 15th - Look at the Classes on the ATD National Site, and see if there is something that might be interesting. Catherine and Wendy. Wendy will send out ideas to include in Survey.
  + Ask speakers to talk about their career trajectory.
* Membership
  + Convert visitors to members
  + Reaching out to L&D leaders at CVS, Fidelity, etc
  + Expand Target Membership - not just L&D. Also college graduates.
  + **Questions from brainstorming**
  + College Students
  + SIG
  + [Whiteboard-Brainstorming](https://drive.google.com/file/d/1yz2XB0pXA-GhH2lywN0pIhPSo2rjK3FB/view?usp=sharing)
* Programming Venue space
  + Michael - check in on Citizens availability
  + Wendy - check in on FM Global/Northwinds
  + Peter - Amica - we just need to notify them
  + Judy - Brown, but would need to pay for food. Will check in on Garage.
* Patrick - new emails and board distribution list is all set. Role based emails are mostly shifted, except for Programming.

Meeting adjourned at Noon.

Parking Lot for July

* ALC Meeting - Need to discuss.
* Note in August we will:
  + Finalize Pricing Model
  + Patrick to provide budget 2022/2023
  + Event Pass
* Membership discussion (look at whiteboard from June board meeting and brainstorming activity from June program event)