**ATD Bay Colonies**

Monthly Board Meeting Minutes

December 2, 2022 | 8:00AM - 9:30AM

**Attendees:** Brian, Wendy, Michael, Catherine, Heather, Lisa, Peter

**Call to order:**  8:05 AM

**Approval of minutes:** Lisa / Wendy

* Updates/Open items
  + Gamification Certification
    - Peter - Wednesday, April 5th at Amica - need. Michael / Heather / Peter are working on this. Michael will confirm with Jonathan and ask if they have a “letter to manager”. All Day. 9AM?-4PM? 12- 18 attendees. Lunch food. Room has 80” screen. Wifi access?
  + FM Global - Wendy is meeting with FM Global Academy Leader.
  + LinkedIn Group - Cat or Heather can write up something. Newsletter in January. Heather/Lisa. Press Release style. Send to PBN?
  + Byte-sized Learning. Will get info out to masses. Pending will Percipio continue this. Free and open to all. This year, anyone interested. For next programming year, it will be a member benefit.
* Upcoming Events
  + December Event
    - **Charity & Cheer | 12/5 @ 5:30 - 8pm**
      * 16 registered, all board members and guests
      * Maybe next year we should do in January
      * Rick from Crossroads will attend
  + January Event
    - **Level Up Your L&D Skills | 1/24 @ 12 - 1:30pm**
      * Universal Design with Landmark College
  + February Event
    - **Level Up Your Awareness | *Select date (2/8 or 2/9) & time Noon***
      * Judy, Michael, Wendy are meeting to solidify details
      * Christopher Veal - Male vulnerability in the workplace. Podcast

Updates

* Finance
  + Quickbooks continues to be a huge problem.
* Membership
  + 76 members. This meets our goal for growth for the year!
  + Attendance, building year.
  + SOS submitted for a new welcome email.
  + Percipio events will be on website too
* Communications
  + Will send info for January
  + Gamification to go out too.
* Marketing
  + LInkedIn Knowledge Sharing Group.
  + Newsletter
  + Byte sized learning - working on Graphic.
* CARE
  + In a Raffle for a free certificate class
* Volunteering - no updates
  + Rebrand to VP of Connections?
  + Thank you Michael for serving as greeter
* Curation - no updates
* Operations
  + Program (1-5) 4.78
  + Presenter (1-5) 4.67
* Professional Development
  + AR/VR event is posted
  + [Dec 14th - Southeastern Chapter Holiday Event, Holiday](https://www.astdscc.org/)

Upcoming Dates:

* 12/2 - Monthly Board Meeting
* 12/5 - Charity & Cheer
* 12/12 - NAC Meeting (Peter)
* 12/14 - SE Connecticut ATD Holiday Party
* **1/24 Level Up Your L&D Skills | 1/24 @ 12 - 1:30pm**

**Meeting adjourned:**  9:30 AM