

Board Meeting Agenda

Agenda/Notes for Oct 2021:

1. Housekeeping
 - a. Costumes on! ;)
 - b. We have a quorum! Lynn, Charity, Brent, Lejla, Jim
 - c. Approval of last minutes
 - d. Approval of new Board members (if any)
2. Strategic Planning requests/updates
 - a. No requests for a Board vote from last meeting.
3. Department Updates
 - a. VP Communications & Marketing
 - i. PDD was an amazing marketing success! Lots of social media engagement, especially across the three Chapter memberships.
 - ii. Blog posts went out soliciting volunteers.
 - iii. Need to refresh our in-person collateral with the new brand identity so we're ready to hit the ground running when in-person meetings resume: banners, etc.
 - iv. 30th anniversary collateral? Let's consider this.
 - v. Let's do a blog post about "easing into the end of the year" since we haven't scheduled any Chapter meetings for the remainder of 2021.
 - b. VP Operations
 - i. Web site information will be added for the Annual Event in December.
 - ii. Let's evaluate a migration to either Gmail or Office 365. Lejla will bring an analysis to a future 2021 Board meeting.
 - c. VP Prof Dev
 - i. Chapter Meetings
 1. Last Chapter Meeting of the year is November 18 (week before Turkey Day)
 - a. Suggestions? Need a volunteer to organize.
 - b. Looks like the November meeting will be canceled.
 2. December is the Annual Meeting
 - a. We decided last January for the annual meeting being on the 9th – 6- 8 pm
 - b. Dec board meeting on Thursday the 16th? Yes!
 - ii. Professional Development Day -- Sept 23-24, 2021
 1. Recap – 317 people registered. People came, they learned, they had fun.

Board Meeting Agenda

2. CIC3 wants to do it again next year. Lynn has volunteered to be on the PDD event planning team along with many of the same chapter volunteers from this year (will reach out to everyone to see if they would like to do it again).
 3. Will be using HopIn again – we have purchased an annual subscription (Oct 2021 – Oct 2022).
 4. Strategic planning will start ASAP. Focus on increasing the number of sponsors and improving the reach of marketing efforts. Also looking at how best to mix virtual & in-person.
 5. Event accounting is not completed yet (a couple of lingering checks/deposit), but the event made ABOUT \$25K, which will be split between the chapters – Iowa’s portion is looking close to \$14K.
- iii. Book Club
 1. Book Club continues in 2022, right? Right?!?
 - iv. Special Events
 1. Ideas for 2022: More panels with local people in chapter meetings; basic beverages instead of food; stream speakers to an in-person chapter meeting; non-lunch events at local companies who are willing to give an overview of an awesome project they executed. How about the Director of the State Emergency Response Operations Center?
- d. VP Finance
 - i. Reimbursement checks haven’t arrived yet. Phil will continue to check the mailbox so we can close the books for PDD.
 - e. VP Membership & Volunteerism
 - i. Membership is down by 30. Down 208 from before the pandemic. :(Current membership is 628.
 - f. Trustees
 - i. See Trustee Agenda Document for details.
 - g. Past President
 - i. Hi Shelly! Hope the house-building is going well! :)
 - h. President-Elect
 - i. 2022: In-person meetings conversation; this will be part of 2022 Strategic Planning.
 - ii. Strategic Planning for 2022 will be managed on Slack. See Brent Humphries for an invite.

Board Meeting Agenda

- i. President
 - i. November Board meeting will move to 3rd Thursday.
 - ii. December Board meeting will move to 3rd Thursday.
- 4. Any other new Business
 - a. VRMS analysis? Yes. Possible integration with Trello? Yes.
- 5. Motion to Adjourn
 - a. Lynn moves; Brent seconds. Motion passed (7:13pm)