



## Board of Director Meeting Minutes

April 14, 2017

3:00 – 4:30 P.M.

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### ***Attendees:***

Jennifer Baker, President  
Tonya Brown, Past President  
Craig Marek, VP Administration  
John Rush, VP Finance  
Dani Beckman, VP Marketing

### **President, Jennifer Baker**

#### **PDD and Chapter business**

- The MC for April Chapter meeting is Tonya Brown.
- We are hoping we can get Tom Cook as a speaker for PDD. The original speaker backed out. Waiting for a response from Tim Guff for speaker. Offered to pay travel & honorarium.
- There are 2,502 Members and 12,685 Non-Member groups. Of the 2,502 Members, 164 have unverified email addresses and 20 are unsubscribed. Of the 12,685 Non-Members, 2,590 have unverified email addresses and 21 are unsubscribed. The list needs clean up.
- Triad has lost 25% of membership in one year.

#### **To Do Items: (Complete)**

- Volunteer of the month for May - Brian Hall
- MC at Chapter meetings:
  - April: Tonya Brown
  - May: John Rush
- Current handbook approved. Craig to have published

#### **To Do Items: (Incomplete)**

- The Chapter Training Quality Review needs to be done - Doug
- Need to send out Chapter October Survey this month and review list. Frank
- Jennifer and John to chat about Octoberfest.
- Need to clean up email so that we reduce risk of emails going to spam. Baltimore tried snail mail and 70% of their mail came back. Used to send out 3X before a meeting. This past meeting there was only one (1). One-third of recipients were bounce backs.

### **Craig Marek - General Administration**

- Last round of Handbook review complete.
- Review of By Laws complete.
- Second year in a row having problem in getting people to sign up for scholarship. What should be done to make sure it is being communicated? Add to Monday PDU email.

### **To Do Items: (Incomplete)**

- Publish final Handbook.
- Board of Director's Orientation – still need content from VP's.

### **John Rush, Finance**

- Region 5 expenses...spent \$1500 less than plan.
- Younger generation likes the idea of happy hour. Maybe make a list of breweries.

### **Dani Beckman, Marketing**

- Need a volunteer push again. Dani could use some volunteers to help with PDD sponsorship.
- Dani has everything she needs from a Sponsorship perspective (outside of PDD).

### **To Do Items: (Incomplete)**

- Need more meeting notices to be sent out for Tuesday meeting. Only have 20 signed up. Is it related to the fact that it's the Tuesday after Easter?
- Need to get sponsorship for community meetings next year. Maybe pay for the meeting, we'll mention you on banner, etc.