



<b>In Attendance</b>	Robert Zinsser, President Ida Gropper, Past President Jennifer Jamison, VP Membership Alison Cruess, VP IT Jeff Geloneck, VP eSIG Tom Speer, VP Programs Lynne Orr-Holley, VP Finance Laura Steigelman, VP Member Involvement Allison Turner, VP Professional Development Rachel Stromberg, Director at Large Quorum established
<b>Absent</b>	Lynn Higgison, VP CMSIG; Tina Echeverry, President Elect; Casey Gibson, VP Public Relations
<b>Begin</b>	6:20 pm
<b>End</b>	7:50 pm

Agenda Item	Details	Follow-up
Robert Zinsser, President  (Welcome and Minutes)	<p><b><u>July Advance Board Meeting:</u></b> Bob stated the purpose of this meeting is to evaluate ASTD NEFL 2013 goals.</p> <p>The Advance Board meeting will take place on Saturday, July 13<sup>th</sup> at 8:30 am to 1:30 pm at Webster University.</p> <p>Allison Turner stated that she will be teaching at Webster (location of Advance Board) and will make herself available if the Board needed her vote or input.</p> <p>-- Bob called the meeting to order.</p> <p>-- Bob directed everyone to review the April Board of Director meeting -minutes dated May 8, 2013.</p> <p><b><u>Corrections to 05/08/2013 BOD minutes:</u></b></p> <p><b>MOTION:</b> to approve the April Board of Directors' minutes dated 05/08/2013 with the requested changes (Laura). Alison seconded the motion.        Motion passed (unanimous).</p> <p>P4 <b><u>Membership Ideas.</u></b> Delete the two sentences, "Jeff suggested that local Gold members also become national ASTD members. The price for a gold member is equal to a Power membership."        P 4 <b><u>Membership Ideas:</u></b> Correct "CMSIC" to be "CMSIG."        P4 <b><u>Membership Ideas:</u></b> Separate student membership fee in order to increase Power</p>	

	<p>memberships for the chapter.</p> <p>P4 <b><u>Finalize 2013 Budget:</u></b> Delete the extra space before the phrase “will be.”</p> <p>P5 Delete the “ , “ before the date in the footer</p> <p>P2 <b><u>Big Event Update:</u></b> Add a second paragraph which states “The Board discussed venues and additional considerations.”</p> <p>P3 <b><u>Big Event Update:</u></b> Keep all venue options on page 2.</p>	
Alison Cruess, VP Technology	<p><b><u>HOT Topic :Success Measurements</u></b></p> <p>PowerPoint Presentation in HyperOffice: 2013&gt;Technology&gt;HOT Topic&gt; file name June HOT Topic.</p> <p>Success with HyperOffice will be measured in the following ways:</p> <ol style="list-style-type: none"> <li>1. Board members only sending email to HyperOffice accounts or astd.org accounts.</li> <li>2. Board putting files only in HyperOffice.</li> <li>3. Board checking email regularly.</li> <li>4. Board using features covered in monthly HOT Topic and learning other features independently.</li> <li>5. Board knowing that each member was fully engaged in this important endeavor and that the Board made good use of the chapter expenses.</li> </ol>	
Allison Turner, VP Professional Development	<p><b><u>2013 Big Event Pricing Handout 1(includes notes)</u></b></p> <p>Bob Pike, “Facilitating Learning Across Generations”</p> <p>Value—differing opinions on the value/benefit that workshop attendees would receive.</p> <p>Registration opens Friday, July 12, 2013.</p> <p><u>Discussion on Registration Fees</u>—<b>Handout 1</b> contains a schedule of the workshop registration fees.</p> <p>The cost of the ASTD national membership is \$199 for non-chapter members and \$179 for chapter members.</p> <p><b><u>Sponsorship Packages for the Big Event:</u></b> Sponsorship packages will be determined by the amount of the Sponsorship donation over the costs the Big Event workshop.</p> <p>Ida mentioned: that in developing the sponsorship</p>	<p>Susan Abraham will follow-up with Allison Turner and Alison Cruess on assisting with Big Event registration.</p> <p>Allison will partner with Board/VP Member Involvement about the Big Event registration before July 12, 2013.</p>

	packages for the Big Event, ASTD NEFL needs to factor in the cost of having sponsors attend the Big Event workshop.	
Lynne Orr-Holley, VP Finance	<p><b><u>July Advance Meals</u></b></p> <p>Lynne asked the Board members what they were willing to give up for the July Advance meals (breakfast and lunch) in order to stay within budget.</p> <p><u>Note:</u> July Advance Board meeting is from 8:30 am to 1:30 pm</p> <p>Discussion/Ideas:</p> <p>Board members eat breakfast on their own; Lunch:---sandwich (light lunch)</p>	
Tina Echeverry, President Elect	<p><b><u>Nominating Committee</u></b></p> <p>Bob asked that the Board reach out to everybody for open Board positions.</p> <p>Open Board Positions: VP Membership, VP Member Involvement, VP Technology, and VP Programs</p> <p>Jennifer Jamison is nominated for VP Member Involvement.</p> <p>Jeff Geloneck is nominated for VP Membership.</p> <p>Tom Speer is recruiting for VP of Programs and is nominated for President Elect.</p>	
Jennifer Jamison and Robert Zinsser spoke on Tina's behalf.		
Open Discussion	<p>Bob discussed Succession Planning (processes and procedures in HyperOffice)</p> <ul style="list-style-type: none"> <li>• Naming convention: Not yet determined</li> <li>• Folder—Board member title</li> </ul> <p>Feedback on ASTD CEO Letter/Email from Bob (Robert Zinsser, President) is due July 12, 2013.</p> <p>Bob Zinsser asked Allison Turner when she needed the ASTD Welcome Letter for the Big Event program and she requested by August 1, 2013.</p> <p>Communications Steering Committee will be</p>	Bob will reach out to Gwen Taylor to help with naming conventions for the processes and procedures.

	<p>responsible for the chapter survey.</p> <p>Increasing the Power Membership depends on perceived value and quality, which will be incorporated into the chapter survey.</p> <p>The Board will discuss the outcome of the chapter survey during the October advance meeting.</p> <p>Jeff brought up three items for quick discussion:</p> <ol style="list-style-type: none"> <li>1. Jeff will not be able to lead to local area Excellence Awards project. If ASTD NEFL still wants to do this in 2014, someone else will need to take the lead.</li> <li>2. Tony Bingham: submit an SOS—Bob Zinsser asked if he could take this off Jeff's plate. Jeff said, "yes."</li> <li>3. If ASTD NEFL hosts an ASTD Certificate program (one of the various one or two day programs), it can get 20% of any profit realized from the program. ASTD NEFL basically just has to secure a location and act as hosts, and ASTD National will handle payment, registration, etc. This may be a good project for VP Professional Development or a sub-committee.</li> </ol> <p>Jennifer Jamison discussed the activities of the Membership Committee: Tyrone, a student ASTD NEFL chapter member is going to SIU to encourage student membership. Jennifer Jamison needs to verify if Jacksonville area ASTD national members have received prior chapter membership before giving them free three month chapter membership.</p>	<p>Jeff will provide Bob with more information on the Chapter Excellence Award.</p>
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Respectfully submitted  
*Susan Abraham*  
 Susan Abraham  
 Chapter Administrator  
 June 12, 2013