

ASTD Northeast Florida
February 11, 2008
Board Meeting
Date Last Revised: 2/17/08



In attendance:	Diane Elkins, Director Betsy Donnelly, Director Marilyn Feldstein, Director Ronnell Lovings, VP Finance Poonam Sahotra, VP Promotions Paul Stromberg, Administrator Rachel Wical, Past President Desirée Ward, President
Open:	6:15 pm
Adjourned:	7:25 pm

Discussion Items	Action Items
<ul style="list-style-type: none"> • Minutes of the January Board Meeting were approved. • January Financial Reports distributed by email prior to the meeting were accepted by the Board. • Corrections to the current Budget distributed by email prior to the meeting were accepted by the Board. • The Florida Regional meeting of ASTD National has been cancelled for this March and will be rescheduled to February 2009. • Using e-mail voting guidelines, the board voted to grant an hourly rate increase to \$17 for administrative services. Here are the voting details: <ul style="list-style-type: none"> ○ Motion by Rachel Wical to increase Paul Stromberg's hourly wage to \$17 per hour Monday, January 16th at 10:16. ○ 2nd by Steven Fordham on Monday, January 16th at 11:00. ○ Discussion began at 11:00 on Monday. Discussion points for the record: wage market for Jacksonville was discussed as well as the goal of bringing Paul's hourly wage to meet those standards and desire to give feedback to Paul. ○ Vote called by Desirée Ward on Monday, February 3rd at 3:45. Vote closed Wed. February 6, 2008 at 10:27 PM. <ul style="list-style-type: none"> ▪ # in Favor - 12 ▪ # Opposed - 0 ▪ # Abstained - 0 • Board meeting location for the March – June meetings has been confirmed for the Southeast Branch of the Jacksonville Public Library. • Desirée reported that the first meeting of the PDSE committee was held amicably on 2/6 and that planning has begun. • Rachel reported timely completion of 2007 CORE submission and Annual Report. 	

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| <ul style="list-style-type: none"> • Betsy Donnelly held initial meeting of the Values Committee (Art Dwight, Cate Williams, Darrell Prather, Donna Ridgeway, John Bryan, Ronda Mitchell, Elizabeth Cline) and reported completion of first draft of a five-category Values Statement. • Diane reported that both stationery shell designs were at the printer and should be delivered by the end of the week. • Ronnell reported that completion of past tax return corrections by the end of the week has been promised by the preparer, Scott Fordham. The external audit of our books for last fiscal year has been completed with no problems found. The auditor, Stephanie Hartnett, CPA, also prepared this year's tax return. • Steve Fordham sent word that 2008 chapter membership as of 2/6 totaled 186 (Standard 120, Corporate 76). Unrenewed 2007 members were changed in Cvent to Nonmember status. • Poonam reported that the Jacksonville Business Journal will include ASTD-NEFL in its list of Boards of Directors, and that she is still working on building a relationship with the PBS stations. She also suggested that we spotlight in each newsletter one or two consultants chosen at random from our membership. • Diane reported on her initial efforts with Philip and Paul to explore alternatives to Cvent and Steel Beach for an integrated web content management system and meeting planning/promotion tool. Diane also led a discussion of ad placement in the newsletters, which resulted in a consensus that they should be interspersed with the articles rather than all at the bottom. This will be discussed during the March board meeting. • Rachel passed out outlines of the book <i>The Hamster Revolution</i> to assist board members in controlling their email. She received an autographed copy of the book, which will be used as a door prize at the next monthly meeting. Two hints from the book: <ul style="list-style-type: none"> - make e-mail subject lines match the content - send only to those who need the information | <ul style="list-style-type: none"> • The committee will meet again on February 13 to finalize the Statement for presentation to the Board in March. After Board acceptance, the statement will be presented at a monthly meeting at which the committee members will be recognized. • Paul will submit the current tax return as soon as the previous years' corrections have been filed. • Marilyn will assist Steve Fordham & Lea Bryan in promoting chapter membership to National members within about a 90-minute drive of Jacksonville. • Poonam will explore the addition of a link to our chapter membership registration on the ASTD National website. • Diane will work with Philip to set up an input session (possibly by conference call) with all board members to determine the needs of each area. |
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Respectfully submitted,
Paul Stromberg, Chapter Administrator