



Minutes of the
Board of Directors Meeting
 (before board retreat)
 May 2, 2019
 12:00 pm – 1:00 pm

<p>Present: Arun Mistry Tara Binge Brandy Welch Joanne Pegues Robin Nussbaum Michelle Smith Denny Krantz Veronica Sutton Lisa Giangreco Gloria Masters April Campbell Ann Callahan Karen Turner Cara Hohenstein Angie Britt Lynda Mathews Suzanne Tran</p> <p>Staff: Melissa Schwab</p>	<p>Phone: George Thomas</p>	<p>Absent: Patti Pequin Amy Strok Brenda Higley Christopher George</p>
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Meeting was called to order at 12:16 p.m.

President report: Arun Mistry reported:

- **March Minutes:** Approved March meeting minutes
- **Welcome New Board:** Arun welcomed the new board and briefly went over positions/roles. Will hit on them more during the board retreat.
- **Goals for 2019-2020:** Work on better member engagement. Discussion around bringing back spark and budgeting for it. Offer more education and credits. Host a local chapter event. Discussion around a cruise. Cruise Task Force; Michelle, Denny, Suzanne, Arun and April.
- **Conference Attendance/Scholarships:** Discussion around how many and at what events they should be awarded. Budgets \$20k for scholarships. Award 3 scholarships/applicants, equaling \$6000 to the Leadership Conference in Seattle; Westin October 21st – 23rd. Create an application and email to the membership with a deadline. Tara and Robin tasked to do this. Melissa will email it to the membership and collect applications.
- **2019-2020 Awards:** Arun will make sure these are all completed this year. Tara created a timeline for all, and it is on the website.

Treasurer: Cara Hohenstein reported:

- **2019 – 2020 Budget:** Review of draft budget; amend line items Educational Programs and Chapter Retreat need to be reversed. Add event help for more events, badged and support. Will add to the budget after reviewing contract with Arun. Budget approved as is with amended line items; Educational Programs and Chapter Retreat.

Business Partners: Suzanne Tran: Business Partners who dropped; Law Dawgs, Naegeli, Canon, Colliers, Lexis Nexis, Thomson Reuters, Servco, Western Office and Konica Minolta (new leadership let the sponsorship lapse, Daniel Navarro will talk to new boss about possibly rejoining). Several new businesses partner. Income we are at \$124k, which what was

budgeted. Registration for the Exhibit Hall will be going out soon. Send out an exit survey to all Business Partners to get feedback on events, pricing and anything we could be doing better. Do they think they are receiving enough benefits?

Membership: Denny Krantz: Currently have 176 members. 4 new members since April. Working on a member mentorship for all new members. New Member Orientation had 27 members attend. Discussion about holding a quarterly lunch for new members. Finalizing the ALA/PSALA roster comparisons.

Education: Tara Binge reported for Amy Strok: Starting in May, education is offering committee meetings, every other month. Reminder to use event forms and apply for CLM credits for events. June; Leadership, September; Meeting, December/January; Key factors and March; Leadership. All events and save the dates are on the website calendar. Job descriptions are all on the website for committees. Summer Social, September 25th.

Board Reports: Michelle Smith; Summer Social, September 25th deck at Davis Wright Tremaine; wine tasting. LFL dinner; committee is responsible to help the President Elect. Holiday event is reserved at the Columbia Tower. Rename is this year to draw more attendees and change things up. Need committee engagement and volunteers for education, community service and business partner. Will send an email out. Discussion around bringing back spark. Table until next meeting. Tara, Michelle and Arun will work on getting the information from Larissa and get pricing from Spark. Brandy will help with community service and work on getting volunteers.

Action Items:

- **Melissa:** Pull a website analytics report (Soundings)
- **Arun:** Send calendar board meeting invites
- **Michelle, Tara & Arun:** Spark (get info. from Larissa)
- **Board:** Add fresh sheets back to events
- **Board:** Email Melissa any job description changes
- **Melissa/Tara/Brandy:** Email for volunteers
- **Michelle, Denny, Suzanne, Arun and April:** Cruise Task Force
- **Suzanne:** Exit survey to Business Partners
- **Tara/Robin:** Scholarship application

Meeting was adjourned at 1:03 PM

Next Board Meeting: Thursday, May 30, 2019 11:45 am – 1:00 pm