**ATD WV Board Call Agenda**

**October 6th, 2017**

**2017 Board:**

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| --- | --- | --- |
| **Past President** | **President** | **President Elect** |
| *Vacant* | Vicky Fields | *Vacant* |
|  |  |  |
| **VP of Membership** | **VP of Programming** | **VP of GIG's** |
| Travis Kale | *Vacant* | Mary Bolton |
|  |  |  |
| **VP of Finance** | **VP of Communications** | **Social Media Champion** |
| Tom McVey | Monica Ashford | Jeni Conrad |
|  |  |  |
| **Charleston GIG** | **Charles Town GIG** | **Huntington GIG** |
| *Mary Bolton* | *Stacey Leber* | *Vacant* |

**2017 Goals:**

* Provide & Support Quality Programming at the National, State, & GIG Level.
* Grow Membership through Quality Programming.

**In attendance: Vicky Fields, Tom McVey, Travis Kale, Jenny Conrad, Carol Johnson-Cyrus, & Kylie Malloy (ATD)**

**Chapter Affiliation Requirements (CARE):**

Notes:

1. Board 2018
   1. New board member ideas.
      1. Travis has someone in mind
      2. Vicky has someone
      3. Tom – started the conversation with new potential
2. Programming:
   1. National
      1. ATD BEST 2017 – Gaylord Convention 10/5/17
         1. Great opportunities for learning BEST Practices
      2. New website will be launched soon with lots of great websites
      3. ATD Marketing Partnership opportunities – email sent to Board
      4. Membership updates
         1. Email was previously sent about membership prices going up but including a lot more resources.
      5. ALC – October 12th – 14th, no one will be attending next year
         1. There is a scholarship opportunity, please research for next year.
      6. CARE Planning webcast on November 1st – Travis should attend
   2. State
      1. WV Conference:
         1. Conference Speakers –
            1. Vicky will pretty up the agenda and add to the speakers to have posted on our website.
            2. Audio Visuals

Microphone & Projector is available & IT person will be on hand. Only a thumb drive is necessary.

Vicky will follow up on any other speaker needs.

* + - 1. Give a-ways – Travis is finalizing now
         1. Vicky has a bunch at home and will let Travis know what she has
      2. Any other advertising that we will be doing?
         1. Travis will send email to ATD WV State Members

Knows a radio show that he might be able to get a plug on and could be a possible plug for the health care panel.

* + - * 1. Nicole – ask about another email blast
        2. Jenny – look at Twitter & any other recommendations?
      1. Refreshments are lined up – continental breakfast, lunch, and refreshments lined up for the day.
      2. Conference Direction Posters
         1. Might need (14 – 20) some signage about when & where conference is. 3 or 4 is fine.
      3. Conference Parking
         1. Email temporary parking passes before & has a few at registration.
      4. Tom – Speaker Evaluations
         1. Do we want one for the whole conference or one for each speaker – stick in their packet, so they can work on it during the day.
         2. Certificate of Participation – Vicky will create and bring.
      5. Kylie will look into continuing education credits
      6. Eventbrite Registration
         1. Free Registration for speakers & board members – send to Jenny.
      7. Bring back ATD WV Awards? Vicky will follow up with Travis
  1. GIG
     1. Charleston SIG – Webex was well received
     2. Charles Town – Lunch & Learn – eLearning Advanced Techniques in
     3. Charleston – Travis is working with Mary for the transition
     4. Huntington – Jenny had a meeting with Karen Horner and have scheduled a lunch & learn on October 25th.

1. Membership
   1. Updating current membership list with National
   2. Conduct Membership survey in November/December
2. Communication
   1. Please see state conference updates.
   2. Newsletter
      1. SIG/Huntington
      2. Conference
      3. Power Member
3. Finance
   1. Current balance: $1,481.71
      1. Nothing outstanding
      2. Being under $1,500 we will start receiving the $12 a month service charge.
         1. Folllow up on this getting removed