



Meeting Minutes - draft April 17, 2017		
	Parliamentarian	Sherry Dossman (April designate)

The monthly board meeting of the ATD Austin Chapter Board was held on Monday, April 17th, 2017, at 6:38 P.M., via in-person meeting at New Horizons.

The President, Sallia Bandy, being in the chair and the Parliamentary role filled by Sherry Dossman, VP of Membership & Finance. (Parliamentary role will be rotated thru board members until new VP of Records chosen.) Timekeeper is Monica Cornetti (Role will rotate.)

1) Attendees

Position	Name	4-17-17
President for 2017	Sallia Bandy	Yes
President Elect	Leah Carrubba	Yes
Past President	Debrah Fields	Yes
VP of Finance	Sherry Dossman	Yes
VP of Membership	(above)	(above)
VP of Professional Development	Monica Cornetti	Yes
VP of Programs	Tameka Thomas	Resigned
VP of Public Relations	Courtney Cordova	No
VP of Communications	(above)	No
VP of Records & Administration	Open	

VP of Special Interest Groups	Open	
VP of Technology	Open	
Director of Volunteers	Open	
Guests:		
Warren Orr		

- 2) Approval of minutes – March draft minutes sent by Sherry Dossman on March 21, 2017.
- 3) Board Changes (Sallia Bandy)
 - Joan Maddux will be leading Director, CPLP
 - Warren Orr will leading Director, Student Relations/Volunteers
- 4) March Financials (S. Dossman)
 - Reviewed February Balance Sheet, February Income and Expenses, 2017 YTD Income and Expenses including Pie Charts, and March Income and Expenses as of March 20th). All of these can be found on shared Google drive.
 - Added ADT Store for memberships
 - Continue search for an auditor to review our books. No response yet.
- 5) Program Financing Policy (S. Bandy)
 - New formula presented for external and internal speakers
 - Action: Sherry to send Monica basis of expenses for upcoming Programs.
- 6) 3-year board organization strategy and succession planning (L. Carrubba)
 - Exercise to start to build Director job descriptions for 2018
 - Critical success factors
 - Responsibilities
 - Qualifications/Desirable Traits
 - Began Social Media & Volunteer Engagement job description
 - Sherry and Warren will work on Director, Student Engagement
 - SIG Director, completed
 - CPLP Director, review notes with Joan Maddux
- 7) CARE Requirements
 - Each VP updates CARE scorecard before board meeting
 - Select the 14
- 8) ATD ScoreCard Operating Plan Scorecard update
- 9) Move board elections from October to September.
- 10) Round Table (All)



-Post 2017 org chart on website with open positions.

Meeting Adjourned: 8:47pm