

Minutes of the ASTD Northeast Oklahoma Chapter Board Meeting

Friday, March 7, 2014

12:00 p.m. to 2:00 p.m.

This meeting was held at the Charlie Mitchell's Modern Pub Small Meeting Room.

Call to Order

President Steve Laswell called the meeting to order at 12:28 p.m.

Roll Call

Steve Laswell, President

Skip Eller, President Elect

Chris Woodard, Past President

Tracey Warland-Panhoffer, Treasurer

Hannah Staub, VP of Membership

Launa Marcom, VP of Accommodations

Melanie Ciupak, VP of Marketing & Communications

Walt Hansmann, Secretary

Amy Barnes, Director of Awards & Recognition

Susan McMurray, Director of Special Interest Groups

Absent:

Stacy Boone, VP of Programming

Shane Norrid, VP of Special Programs

Larry Straining, Director of Digital Media

Ten of 13 board members were present. A quorum has been established.

Approval of Minutes of Previous Meetings

December 19, 2013 Board Meeting Minutes – Amy moved, Skip seconded approval of the minutes of the December 19, 2013 Board Meeting. Discussion followed. Corrections were recommended. Chris moved to amend the motion to approve the December 19, 2013 Board Minutes as corrected, Laura seconded. The Motion to Amend CARRIED. The main motion, as amended, CARRIED.

January 10, 2014 Membership Business Meeting Minutes – Amy moved, Melanie seconded approval of the minutes of the January 10, 2014 Membership Business Meeting minutes. Discussion followed. Corrections were recommended. Melanie moved to amend the motion to approve the January 10, 2014 Membership Business Meeting minutes as corrected. The Motion to Amend CARRIED. The main motion, as amended, CARRIED.

February 7, 2014 Board Meeting Minutes – Amy moved, Chris seconded approval of the minutes of the February 7, 2014 Board Meeting. Discussion followed. Corrections were recommended. Skip moved to amend the motion to approve the February 7, 2014 Board Minutes as corrected, Tracey seconded. The motion to amend CARRIED. The main motion, as amended, CARRIED.

February 14, 2014 Board Meeting Minutes – Tracey moved, Skip seconded approval of the minutes of the February 14, 2014 Board Meeting. Discussion followed. Corrections were recommended. Skip moved to amend the motion to approve the February 14, 2014 Board Minutes as corrected, Tracey seconded. The motion to amend CARRIED. The main motion, as amended, CARRIED.

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Old Business

- a. **February meeting follow-up.** Discussions covered the SWOT feedback received at the February meeting, and the go forward plan.
- b. **Big Rocks.** Steve talked about the “Big Rocks” (those areas of most importance not to be confused with the daily gravel): Momentum – building membership and participation, including awareness of ASTD and joint membership; Meaningful Support – via educational programs and social interaction; Money to operate the chapter, to dream and do bigger.
- c. **Special Event with Jim Stovall.** Shane Norrid was traveling. He stopped along the road to call into the meeting and provide details. The event is Friday, April 25. It will cover ultimate productivity with Jim Stovall as the keynote. It will be at the ORU Student Center from 9:00 a.m. to 12:00 p.m. Stovall will present for 75 minutes, and then be available for networking and Q&A. After a break, chapter leaders will facilitate discussion groups for participants to help them create their plan to ultimate productivity. Continental breakfast will be offered through ORU catering. There will be Early-Bird discounted registration offered to members and non-members.
- d. **Officer Biographies.** Board members need to either update their information on the Chapter Leadership page, or get information to Melanie to update.
- e. **ASTD International Conference and Exposition (ICE). Steve asked Walt to be prepared to discuss ICE at the March meeting.**
- f. **Policies committee.** Skip Eller, Walt Hansmann, and Larry Straining agreed to serve on the committee to draft ASTD NEOK policies. They will work on policy ideas. Walt and Skip will schedule Sunday afternoon committee meetings.

New Business

- a. **Training Design Basics.** Chris Woodard presented a proposal to offer a multi-session Training Design Basics course over the summer. The idea was enthusiastically supported by the Board. Chris will finalize details and it will be announced in future chapter communications and the chapter web site.

Adjournment

Skip moved, Susan seconded adjournment. MOTION CARRIED.

The meeting was adjourned at 2:12 p.m.

Respectfully submitted by Walt Hansmann