

Minutes of the ASTD Northeast Oklahoma Chapter Board Meeting

Saturday, May 31, 2014

9:00 a.m. to 1:00 p.m.

This meeting was held at the offices of Reliant Live (8516 E. 101st Street, Suite J).

Call to Order

President Steve Laswell called the meeting to order at 9:17 a.m.

Roll Call

Steve Laswell, President

Skip Eller, President Elect

Chris Woodard, Past President

Stacy Boone, VP of Programming

Shane Norrid, VP of Special Programs

Melanie Ciupak, VP of Marketing & Communications

Walt Hansmann, Secretary

Amy Barnes, Director of Awards & Recognition

Susan McMurray, Director of Special Interest Groups

Larry Straining, Director of Digital Media

Absent:

Tracey Warland-Panhoffer, Treasurer

Launa Marcom, VP of Accommodations

Ten of 12 board members were present. A quorum has been established.

Approval of Minutes of Previous Meetings

May 2, 2014 Board Meeting Minutes – Skip moved, Larry seconded approval of the minutes of the May 2, 2014 Board Meeting. There was no discussion. Motion CARRIED.

Old Business

- a. **Teamwork.** President Steve facilitated an opening discussion about positive collaboration.
- b. **Reports.** Board members reported on their primary areas of focus, and reported plans and actions to the board.
- c. **2014 Chapter “Big Rocks.”** President Steve facilitated a team discussion about Momentum, Meaningful Support, and Money to Operate. The team developed a plan of action for Q3 to include rebranding, contacting and engaging members, conducting a member survey, and providing support for trainers.
- d. **Policies and Procedures Committee.** Walt and Skip reported the Policies and Procedures committee had met and made good progress. A draft of policies and procedures written to date was given to Board members for review and comment.

New Business

- a. **Chapter Name.** Walt moved, Amy seconded to submit bylaw changes to the membership to clean-up errors in the bylaws, and change the name of the corporation to ATD Northeast Oklahoma Chapter, Incorporated. Discussion followed. Walt explained the timeline and checklists to the corporation must follow. We would also try to secure atdneok.org and tdneok.org. Steve moved to amend the motion, Larry seconded, to empower Walt, as Secretary,

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to follow the checklists and carry out each step without returning to the Board for approval of each step. **AMENDMENT CARRIED.** Main motion as amended, **MOTION CARRIED.**

- b. **Domain Name.** Skip moved, Larry seconded to secure atdneok.org and tdneok.org if possible. Discussion followed. The idea of changing the name to ATD Tulsa came up. The Board liked the idea. Larry moved, Stacy seconded to table the domain name discussion pursuant to approval of a name change. **MOTION TO TABLE CARRIED.**
- c. **Name Change.** Steve moved, Shane seconded to direct Walt to determine the process and feasibility via ATD to change the corporation name to ATD Tulsa. Discussion followed. We might include a tag line "Serving All Of Northeast Oklahoma." We would secure atdtulsa.org and tdtulsa.org. **MOTION CARRIED.**
- d. Walt moved to reconsider the previous motion to change the name to ATD Northeast Oklahoma in lieu of pursuing the new name with ATD. Skip seconded. **MOTION CARRIED.**
- e. **Wild Apricot.** Walt moved, Melanie seconded to authorize Skip to renew the Wild Apricot agreement immediately. **MOTION CARRIED.**

Adjournment

Larry moved, Susan seconded adjournment. **MOTION CARRIED.**

The meeting was adjourned at 12:04 p.m.

Respectfully submitted by Walt Hansmann