

## Minutes of the ATD Tulsa Chapter Board Meeting

Friday, August 7, 2015

12:00 p.m. to 1:45 p.m.

This meeting was held at Los Cabos Restaurant, Owasso, OK.

### **Call to Order**

President Skip Eller called the meeting to order at 12:19 p.m.

### **Roll Call**

Skip Eller, President

Shane Norrid, President-Elect

Steve Laswell, Immediate Past President

Walt Hansmann, VP of Administration

Adam Barrow, VP of Finance

Lorinda, Schrammel, VP of Accommodations

Amy Barnes, VP of Programming

Greg Kittinger, VP of Membership

Wyatt Hockmeyer, VP of Marketing

Mary Parker, VP of SIGs and GIGs

Zac Davis, VP of Digital Media

### **Absent:**

Linda Jenkins, At-Large Director

Eleven of 12 board members were present. A quorum was established.

### **Approval of Minutes**

Lorinda moved, Amy seconded approval of the minutes from the July 10, 2015 Board Meeting. There was no discussion. MOTION CARRIED.

### **Treasurer's Report**

Greg moved, Zac seconded approval of the Treasurer's Report. MOTION CARRIED.

### **Old Business**

- A. Skip presented the names for the Nominations Committee. Amy moved, Greg seconded approval of the Nominations Committee members: Skip Eller, Shane Norrid, Steve Laswell, Rachel Wagner, and Kelly Ferguson. MOTION CARRIED.
- B. Shane provided an update on the State Conference. Selections for the breakout sessions are underway. Several sponsorships have been secured: Tulsa Technology Center – in-kind donation, venue sponsor; Learning Unlimited - \$2,000 Hospitality Sponsor; BOK Financial - \$2,000 Hospitality Sponsor; Cornerstone OnDemand - \$600 Booth Sponsor; and TAHRA - \$600 Booth Sponsor. We are still seeking two \$1,000 Presenting Sponsors and 10-12 more \$600 Booth Sponsors.
- C. Amy reported the August Program is Foundational Competencies for Every Level of Talent Development presented by Larry Straining, CPLP and Walt Hansmann, CPLP. The September program is After the Leadership Class – The Challenge of Transforming Learning into Performance presented by Andrew Englebrecht. There will not be an October program due to the State Conference. The November program presenter is BOK. The December program will be a Trainer's Throwdown. Year-end recognitions will be incorporated into the program so as to involve more members.

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- D. Lorinda reported venues are secured and food vendors are secured. The September and November meetings will be at OSU Tulsa. The December meeting will be at Tulsa Country Club.
- E. Wyatt reported that he will present a marketing strategy at the next board meeting.
- F. Zac asked that when anyone sends communications to Wyatt for either web site updates or e-mail blasts, that he be copied so he can advertise on social media.
- G. Mary showed the note cards and will distribute them to board members at the next meeting.
- H. Walt reported on his findings about the Wild Apricot rate increase.

### **New Business**

- A. Shane moved, Zac seconded that the ATD Tulsa Board of Directors expend \$960 payable to Wild Apricot by August 20, 2015, to extend our current contract an additional two (2) years. Walt provided background on the Wild Apricot rate increase, as well as the offer to lock in current rates for an additional two years. MOTION CARRIED.
- B. Skip moved, Shane seconded that Policy 15.1.7.6 regarding meal fees and meal count deadlines be modified. The revised Policy 15.1.7.6 shall read:
  - There will be a program registration deadline for meal count purposes. That deadline will be advertised in each program registration. Meetings at different venues may have different deadlines for meal count and will be announced and enforced accordingly.
  - The Program with Lunch fee for ATD Tulsa members is \$20 until the advertised meal count deadline. After the advertised meal count deadline, the Program with Lunch fee for ATD Tulsa members is \$30.
  - The Program with Lunch fee for guests is \$30 up until the advertised meal count deadline. After the advertised meal count deadline, the Program with Lunch fee for guests is \$40.

There was considerable discussion. MOTION CARRIED.

- C. Steve moved, Skip seconded that Policy 15.1.7.6 regarding Program Only (No Lunch) registrations be modified. The revised Policy 15.1.7.6 shall read:
  - The Program Only (No Lunch) fee for ATD Tulsa Members is \$10. There is no deadline for Program Only (No Lunch) registrations.
  - The Program Only (No Lunch) fee for guests is \$20. There is no deadline for Program Only (No Lunch) registrations.

Discussion followed. MOTION CARRIED.

### **Adjournment**

Zac moved, Steve seconded adjournment. MOTION CARRIED. The meeting was adjourned at 1:45 p.m.

Respectfully submitted by Walt Hansmann, CPLP