

# ASTD Northeast Oklahoma Chapter

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## Meeting Notes August 31, 2010

**Location: TU – 6:15 p.m.**

<b>Present:</b>	<b>Absent:</b>
Linda Adlof	Kelly Riggs
Walt Hansmann	Juli Couch-Johnstone
Stacy Boone	Colette Grayson
Myra Fanning	Kara Jones
Sue Madden	
Lindsay Plott-Buckner	
Chris Woodard	
Sam Dutro	

*\*In advance of the meeting, Sam Dutro provided Treasury Report and Walt Hansmann provided Membership Report*

### **Linda Adlof, President (old business)**

- August 9, 2010 minutes – minutes to be amended by Linda, motion from Walt Hansmann to approve, seconded by Sue Madden – motion carried.
- Treasurer's report\* reviewed and \_\_\_\_\_ motioned for approval, seconded by \_\_\_\_\_. Motion carried.
- Lindsay needs changes to Word Press information – Linda to make changes.
- Walt reminded the board that Kara won the 1 year free chapter membership at the Statewide Conference in 2009, but since she was going to be on the board in 2010, she had already paid her dues. Her free membership will be applied to 2011.

### **Chris Woodard, Special Programs**

- Call center forum – 3 paid attendees so far; Chris will send info to Peggy to be distributed to Service Leaders group. Linda has reached out to some of her contacts with info on this and nominations for awards program. Kara to send blast Thursday or Friday and again early in the 1<sup>st</sup> week of September.
- Door prizes will be books saved from recent Knowledge Management conference; Discussion around Nooks as door prizes, it was decided to save them for Awards event and end of year drawing from business cards collected at monthly meetings.
- Statewide conference cancelled by Central Oklahoma chapter due to limited resources available for coordinating.

### **Stacy Boone, Past President**

- Mentor program – interest level warrants offering Mentoring program in 2011. Myra and Stacy to talk about time frame and kickoff.
- Ideas for re-engage past president SIG – ideas shared included “train-the-trainer” style presentations offered to membership; networking events, hosted last 30 minutes by volunteers from Past Presidents SIG; Lessons learned book/handbook for new chapter members – 800-1000 words with pics depicting history of chapter/significant events

### **Lindsay Plott-Buckner, Marketing**

- Wild apricot – website management and manages membership data. Samples of functionality include: renewal reminders, auto-generated invoices, payment options, and reservations for meetings. Would need to keep PayPal account. Videos, pic and graphics would carry over, but most other information would need to be re-created. Central Florida's is \$100/month. Walt and Lindsay to conference with Central Florida to find out more.
- Lindsay or Sam to check with Vicki on cost of Constant Contact for comparison.

- Sue offered to reconsider awards budget since these events were initially targeted for raising the funds needed for it; Sue to revisit budget with committee to determine actual cost versus estimated cost.
- Lindsay proposed marketing Awards event as "Employee Learning Week" gala to expand the market of potential attendees, promoting it to company leadership as a potential perk for employees who have gone above and beyond for the company with their learning efforts/initiatives

**Walt Hansmann, Membership**

- Almost to 60% joint membership
- Proposed marketing awards event to members who are national but not local members

**Linda Adlof, President**

- Reminder: ASTD After hours Corporate Field Trips, the newest Chapter Offering. September 20, 2010 Baker Hughes Oil and Gas Industries will be the first corporate host. Time 5:30 to 7:00 p.m. For events in 2010, members admitted free and \$20 non-member for ASTD Field Trips. Need to know who is planning to go.
- Corporate fields trips include AEP in October and John Zink in November

Motion to adjourn by Sue Madden seconded by Myra Fanning.

Meeting adjourned at 7:32 p.m.

Minutes submitted by Stacy Boone 9/21/2010