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| Venue | Virtual (Zoom) |
| Facilitator | Alex Salas |
| Note Taker | Lisa Anne Zoldi |
| To Do |  |
| Present | Lisa Anne Zoldi (VP Communications), Alex Salas (President), Kathy Akbari (VP Membership), Kristina Grant (VP Finance), Zizo Aku (President Elect) and Rosa Espinal-Perry (Past President) |
| Absent |  |
| Open Roles | VP of Business Development, VP of Programs |
| Next Meeting | May 12, 2020 @ 7pm. Meeting will be Virtual. A link will be provided in Slack.  |

# **Call to order**

The regular board meeting of the ATD CFL chapter was called to order on April 14, 2020, at 7:03 pm by the President.

President proceeded with roll call to confirm attendees:

President Elect: Zizo Aku

Past-President: Rosa Espinal-Perry

Finance – Kristina Grant

Membership/Volunteering – Kathy Akbari

Communication – Lisa Anne Zoldi

**President report:**

Achievements this month:

* Since COVID-19, we suspended all face-to-face events, but continue to do digital learning.
* All major networks have canceled conferences, including ICE and possibly TechLearn in October. eLearning Guild canceled Learning Solutions as well. We had to refund $200 to them. The partnership with UCF is not going to work in June, since they’ve gone online. We won’t know about our submission for excellence awards.
* WILD 2020 probably not happening on site and now is starting research on virtual options for WILD 2020.
* Sent COVID-related email and event announcement emails
* Participated on GamiCon strategy meetings to have ATDCFL participation opportunities
* Imported new ATD store memberships

Upcoming for next month:

* Making decision with Zizo on WILD2020. Want to do something that’s different virtually from what other organizations are doing. Will confirm on Slack on May 1st if we will move on with this or cancel until next year.
* Hosting Zsolt webinar
* Exploring what other digital services ATDCFL can offer
* ATD hosting virtual conference in June. All face-to-face courses have been cancelled for ATD, but we can help promote the virtual conferences.
* Digital encounters booked through June. Wants group to think of what other activities we can support, perhaps a virtual happy hour.
* Focus for rest of year on recruiting and succession planning for next year.

**Past-President report:**

Achievements this month:

* Covid-19 affecting job, so has not been able to accomplish things for the chapter.

Upcoming for next month:

* Talk to group about virtual networking options, perhaps a once a month meet and greet
* Discussing Summer Sizzle virtually to keep chapter active and keeping chapter relevant for members during this difficult time

**President Elect report:**

Achievements this month:

* Brief on CPTD virtual study group hosted in partnership with ATD Rocky Mountain chapter. Right now only 1 participant to take last exam of CPTD model.
* Update on feedback from Marriot contact person for WILD 2020. The contact there will be furloughed end of this week, but will continue to keep in touch.

Upcoming for next month:

* I am moderating the 4/14 session on Integrated Talent Management for the virtual CPTD virtual study group.

**VP of Finance report:**

Achievements this month:

* Financial Reconciliation and Monthly Reports
* Balance sheet solid, showing $9299
* Income profit/loss shows a loss, stemming from marketing revenue caused from cancellation of LSCON.
* Membership income lower than what was expected.
* First quarter still looking good -- $560.10 ahead.

Upcoming for next month:

* Getting taxes done

**VP of Communication report:**

Achievements this month:

* Capturing minutes of March board meeting.
* Created, wrote and posted monthly blog.
* Created a typeform in order to gather board member updates.

Upcoming for next month:

* Continue to create and post blogs, typeforms and events.
* Creating a document outlining the steps for developing Events on Wild Apricot. However this is changing to Personify, so I might wait a bit before doing this.

**VP of Membership report:**

Achievements this month:

* Responded to member emails
* 5 new members in the past 30 days
* Total Members is 282

Upcoming for next month:

* To continue to communicate with members about joining or renewing their chapter membership.
* Continue to work on customizing our membership CRM

# **Motions**

# President called for any motions.

# Rosa Espinal-Perry who raised the motion to adjourn meeting, seconded by Kathy Akbari and Alex Salas.

# **Adjournment**

Meeting adjourned at 7:33 pm.

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| Please review these notes and approve via the Slack channel by typing your name, role, and Board Meeting (Month) Approved. Ex: John Doe, VP of (Role), April Board Meeting Notes Approved.  |
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