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| Venue | Virtual (Zoom) |
| Facilitator | Alexander Salas |
| Note Taker | Lisa Anne Zoldi |
| To Do |  |
| Present | Alex Salas (President), Lisa Anne Zoldi (VP Communications), Zizo Aku (President Elect), Rosa Espinal-Perry (Past President), Kristina Grant (VP Finance) |
| Absent | Kathy Akbari (VP Membership) |
| Open Roles | VP of Business Development, VP of Programs |
| Next Meeting | June 9, 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 May 19, 2020, at 7:08 pm by the President Elect.

President Elect proceeded with roll call to confirm attendees:

President Elect: Zizo Aku

Past-President: Rosa Espinal-Perry

VP Communications: Lisa Anne Zoldi

VP Finance – Kristina Grant

**President report:**

Achievements this month:

* Hosted webinar with Zsolt Olah and uploaded recorded content
* Collaborated with Lisa Anne on co-hosting webinars and blog
* Updated WILD website and communicated with speakers
* Looking at more people who can conduct webinars for rest of year from August to November. We’ll see if we’ll have a face to face holiday party in December.
* Membership has dropped by about 10. People not renewing and we can expect to use corporate bundles due to changes in personnel.
* Have been attending chapter calls and looking into committee positions that is available to Presidents/Past-Presidents to ensure national exposure.

Upcoming for next month:

* Analyze data collected for future webinar speaker assignments and special programs online
* Continuing conversations with UCF to see what can be done either virtually or in person, but difficult right now due to current COVID situation.
* Will invite members want to conduct own digital encounter since WILD will not happen.
* Suggestion to Zizo to seek out recruits for next year’s board members. Perhaps use incentive program for volunteers: Professional Development, Path to Presidency, etc. Can look at other chapters (specifically Suncoast chapter) to see what they’re doing to get volunteers involved. Our membership cost had gone up because of the value we were bringing, but since COVID, we’re having less interactions and we may not be offering the same value for members. Perhaps we can have smaller groups being led by members that’ll draw more interest in membership, e.g. having a member-run interest group, like a digital learning tools workshop besides having the once a month digital encounter that we currently have.

**Past-President report:**

Achievements this month:

* Met w/Zizo to discuss President Elect strategy for 2021
* Brainstorm topics to bring to members with Zizo.
* Found a speaker for August or September webinar – Jeremy Zoister. Will confirm dates with him.

Upcoming for next month:

* Working with President Elect on strategy for 2021 and Virtual events for 2020.
* Will check P.O. Box for any ATD mailings being delivered.
* Can create a document listing the incentives of volunteering with the organization and then do a Call for Volunteers where we can do a webinar presenting the information about why people should volunteer to be a board member.

**President Elect report:**

Achievements this month:

* Worked with past president and submitted proposal for upcoming ALC conference.
* Developed some ideas to share with board to consider how we can open up discussion forums for members dealing with challenges resulting from pandemic and connect them with available resources.
* Discussions with Rosa and Kristina to create online event for members for those affected by COVID.
* Attended webinar session by ATD National, “After the Crisis.” Spoke with Rosa for how to implement ideas learned from session.
* Tried to cancel commitment to Marriott regarding WILD conference, but have not heard back.

Upcoming for next month:

* Hosting an online event to connect with members on Covid-19 like network mixers.
* Furloughed members might want to volunteer themselves. This is a good time to upskill for many members.

**VP of Finance report:**

Achievements this month:

* Reconciled chapter accounts and registers.
* Completed April financial reports.
* Submitted chapter 990n e-postcard to IRS for 2019 tax filing requirements.
* Slack channel has financial reports.

Upcoming for next month:

* Finance process documentation.
* Will upload e-mail to show financials were accepted to National ATD site.

**VP of Communication report:**

Achievements this month:

* Blog creation and publication for the month of April.
* Created and sent out survey for members to understand what webinar topics they’d like addressed to make the most out of their memberships.
* Received training in and hosted/facilitated first digital encounter for chapter.
* Typeform creation for board member accomplishments for current month.

Upcoming for next month:

* Sending e-mail survey reminder to gather more input from members.
* Compiling results of survey and sharing with group to determine future learning topics.
* Blog creation and publication for month of May.
* Typeform creation for board member accomplishments for next month.

**Motions**

# President Elect called for any motions.

# Rosa Espinal-Perry who raised the motion to adjourn meeting, seconded by Alexander Salas and Kristina Grant.

# **Adjournment**

Meeting adjourned at 7:47 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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