

July 2022 Board Meeting Agenda

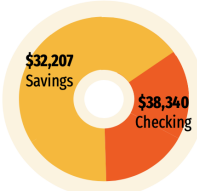
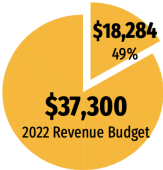



July 16 | 10:00am - 12:00pm| [Zoom Link](#) (also in calendar invite)

1. Meeting was called to order at 10:04am

Participants: Judith Bartels-Brezac, Laëtitia Gnago, Stephanie Hubka, Halyna Hodges, Christinia Eanes, Bernadette Costello, , Stephanie Farlow, Becky Herring

Absent: Julia Drewniak, Selin McCurdy, Tessa Grubb, Jeanna Williams, Boshra Zawawi, Ally Brown,

2. Due to not having a quorum, the meeting minutes will be reviewed and approved at the August meeting.

Consent Agenda Item	Key Takeaways
Last Month's Meeting minutes	<ul style="list-style-type: none"> Meeting minutes
Finance & Operations Report	<p>Finance Report (for June 2022)</p> <p style="text-align: center;">June 2022 Finance Report</p> <div style="text-align: center;"> <p>\$70,548 Account Balances</p>  <p>\$32,207 Savings \$38,340 Checking</p> </div> <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 20px;"> <div style="text-align: center;">  <p>\$18,284 49% \$37,300 2022 Revenue Budget</p> </div> <div style="text-align: center;"> <p>vs.</p>  <p>\$16,811 39% \$43,004 2022 Expenses Budget</p> </div> </div> <div style="text-align: center; margin-top: 20px;">  <p>\$1,473 Net Revenue</p> </div> <div style="text-align: center; margin-top: 20px;">  <p>↓ June 2021 \$76,920</p> </div> <p>Q2 Highlights (as of 06/30/22):</p> <ul style="list-style-type: none"> <i>Overall:</i> Chapter remains in good fiscal health (\$70,548 account balances) <i>Annual Budget:</i> We projected to end 2022 with net revenue -\$5,704 (We ended 2021 with net revenue of -\$3,208) <i>Revenue:</i> Membership 58% of annual goal, Learning 30%* (*we paid Megan Torrance \$1,471 for workshop on 7/11), Marketing (Partnerships, Sponsorships, Ads) 11%
Membership & Outreach Report	<p>Important numbers: Membership 276</p> <ul style="list-style-type: none"> Slight increase in membership over June Power Membership holding steady Month over month report

Last Month's Meeting minutes	Observations:
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CARE STATUS UPDATE - [CARE 2022](#)

- 3. Continues to be on track; everything that needs to be done as of this date, is done.

STRATEGIC COMMITTEE UPDATE

- 4. Diversity Revenue – no updates
- 5. [Increase Membership](#)
- 6. Revitalize Volunteer Lifecycle - no updates

UNFINISHED BUSINESS - matters carried over from a previous meeting

- 7. Marketing: June Event evaluation and review of efforts (submit events as early as possible, especially workshops) - Chris
 - a. Having tried the pilot program, it did not seem to bring in any new attendees
 - b. Must be careful about how many emails go out to members; lost some followers

NEW BUSINESS - board members can introduce any new item of for consideration

- 8. In-Person board meetings - Arlington Library? In-Person Quarterly?
 - a. Becky to see if we can get it for November and December
 - i. Preference is quarterly in person with the rest being virtual
- 9. In-Person Strategic Meeting?
 - a. Arlington Library for November after the board meeting
- 10. VOTE: We have someone interested in Dir of Marketing! Jes Thompson. Please review video in Slack
 - a. Unable to do so in this meeting due to lack of quorum
 - b. Voting will be set up in Slack
- 11. ADA accommodations for programming and website
 - a. Stephanie H. said that if a member every asks for special accommodations, it needs to be responded to in a timely manner and escalated to the board
 - i. Web accommodations: alert VP of Communications and Marketing and copy President
 - ii. Programs: alert Programs portfolio (specifically VP once position is filled) and copy President
- 12. Who holds zoom accounts within the chapter and that events will not be posted without those credentials > This [spreadsheet](#) shows who has licensed accounts
 - a. No events will be posted until full Zoom or location credentials are provided

RISK TRACKER - review and update identified risk factors - [Metro DC ATD Risk Tracker \(2022\)](#)

- Two candidates so far; Stephanie H. is not concerned as this is normal at this point in the year; most people submit closer to the deadline.
- Bernadette brought up that board participation is important; Stephanie H. mentioned that if you miss 3 board meetings, it is grounds for removal.

Additional Comments

- Stephanie F. would like to see the development of a QR code to get evaluations after programs rather than have paper forms. Chris is going to set it up.
- Becky to check on Parks and Recreation Centers for board meetings.

ANNOUNCEMENTS - topics requiring announcing and no further discussion

<i>Enter Announcement below</i>	<i>Author</i>
Reminder to meet the board - July 21st at 6:00PM. Tell all of your friends!	President
Sponsorship Interest - form completed by Curium Solutions . 🎉	Laëtitia
Going forward, events will not be added to the calendar until all of the information is submitted (Zoom link, etc.)	VP, MarComm
ALC VALC Volunteer Coordination in DC this year; Bernadette will recruit for day managers by going back to past day manager volunteers Volunteer Coordination	Bernadette
The Podcast will continue in 2023 with 2 co-hosts: Chris & Stephanie H.	Laëtitia

The meeting was adjourned at 10:51am. Next meeting is Saturday, August 13, 2022.