**ATD Bay Colonies**

Monthly Board Meeting Minutes

December 2, 2022 | 8:00AM - 9:30AM

**Attendees:** Brian, Wendy, Michael, Catherine, Heather, Lisa, Peter

**Call to order:**  8:05 AM

**Approval of minutes:** Lisa / Wendy

* Updates/Open items
	+ Gamification Certification
		- Peter - Wednesday, April 5th at Amica - need. Michael / Heather / Peter are working on this. Michael will confirm with Jonathan and ask if they have a “letter to manager”. All Day. 9AM?-4PM? 12- 18 attendees. Lunch food. Room has 80” screen. Wifi access?
	+ FM Global - Wendy is meeting with FM Global Academy Leader.
	+ LinkedIn Group - Cat or Heather can write up something. Newsletter in January. Heather/Lisa. Press Release style. Send to PBN?
	+ Byte-sized Learning. Will get info out to masses. Pending will Percipio continue this. Free and open to all. This year, anyone interested. For next programming year, it will be a member benefit.
* Upcoming Events
	+ December Event
		- **Charity & Cheer | 12/5 @ 5:30 - 8pm**
			* 16 registered, all board members and guests
			* Maybe next year we should do in January
			* Rick from Crossroads will attend
	+ January Event
		- **Level Up Your L&D Skills | 1/24 @ 12 - 1:30pm**
			* Universal Design with Landmark College
	+ February Event
		- **Level Up Your Awareness | *Select date (2/8 or 2/9) & time Noon***
			* Judy, Michael, Wendy are meeting to solidify details
			* Christopher Veal - Male vulnerability in the workplace. Podcast

Updates

* Finance
	+ Quickbooks continues to be a huge problem.
* Membership
	+ 76 members. This meets our goal for growth for the year!
	+ Attendance, building year.
	+ SOS submitted for a new welcome email.
	+ Percipio events will be on website too
* Communications
	+ Will send info for January
	+ Gamification to go out too.
* Marketing
	+ LInkedIn Knowledge Sharing Group.
	+ Newsletter
	+ Byte sized learning - working on Graphic.
* CARE
	+ In a Raffle for a free certificate class
* Volunteering - no updates
	+ Rebrand to VP of Connections?
	+ Thank you Michael for serving as greeter
* Curation - no updates
* Operations
	+ Program (1-5) 4.78
	+ Presenter (1-5) 4.67
* Professional Development
	+ AR/VR event is posted
	+ [Dec 14th - Southeastern Chapter Holiday Event, Holiday](https://www.astdscc.org/)

Upcoming Dates:

* 12/2 - Monthly Board Meeting
* 12/5 - Charity & Cheer
* 12/12 - NAC Meeting (Peter)
* 12/14 - SE Connecticut ATD Holiday Party
* **1/24 Level Up Your L&D Skills | 1/24 @ 12 - 1:30pm**

**Meeting adjourned:**  9:30 AM