**ATD Bay Colonies**

Monthly Board Meeting Minutes

May 5, 2023 | 8:00AM - 9:30AM

**Attendees:** Wendy, Patrick, Peter, Catherine, Michael, Brian, Heather, Dayne

**Call to order:**  8:05

**Approval of minutes:** Wendy and Heather

* Updates/Open items
	+ Membership Management Software update
		- Still assessing; we might have to be the front runners of it (without the store for a little)
		- WA experts in other chapters that we could lean on; not with StarChapter
		- Payment - PayPal? Fees? Integration with Quickbooks - yes
		- *Heather/Lisa - Send StarChapter questions & meet once more with them - before June meeting (ask for demo about integrations)*
			* Post something in LinkedIn Group
	+ Board Elections - Nomination Committee
		- So far, no members have volunteered to be on committee
			* Wendy, Heather, Brian
		- Send email to members about open positions - 5/8
	+ Summer Planning Meetings (6/21, 7/19, 8/16)
		- Brian sent out the meeting invites
	+ ATD GB & BC Joint Event
		- Meeting with Lauren - [Doodle sign-up](https://doodle.com/meeting/participate/id/eV79Oj1a)
* Upcoming Events
	+ May Event
		- **Level Up Your Team Culture |** 5/16 @ 12-1:30pm
			* Virtual with Wendy Hanson
			* May need help with chat management
* June Event
	+ **Final Level - You Won! |** 6/14@ 5:30 - 7:30pm
		- Free Play does not have enough room for us
		- Revival Brewing in Providence, RI
			* Extensive menu (Sicilian pizza, wings) - Michael will look at the menu and price some things out
			* Drink tickets?
			* Registration fee?
				+ $30 and food or $10 and no food?

Updates

* NEAC
	+ Great Wolf Lodge (Fitchburg, MA) October 19 & 20
* Finance
	+ Overall, April was a positive month, though net revenue was: -$1,664.03
* Membership - no updates (Lisa sent email)
* Communications
	+ May Event email going out on Tuesday 5/9 and following Monday 5/15
	+ Election email going out Monday 5/8
* Marketing
	+ LinkedIn analytics:
		- 26 unique visitors
		- search appearances 380 times
		- 19 new followers - up 26% from last month
		- engagement rate 30.1%
* CARE - no updates
* Volunteering - no updates
* Curation - no updates
* Operations
	+ Catherine sent out survey data for (2) events in April
	+ Not many responses
	+ Separating Gamification certification results from our programming results
	+ BSL - June Event (Moving from Bias to Inclusion)
* Professional Development

Upcoming Dates:

* 5/5 - May Board Meeting
* 5/16 - Level Up Your Team
* 6/14 - Final Level - You Won!
* 6/21 - June Summer Planning

**Meeting adjourned:** 9:32