**ATD Bay Colonies**

Monthly Board Meeting Minutes

June 2, 2023 | 9:00AM - 10:00AM

**Attendees:** Brian, Heather, Judy, Michael, Peter, Catherine, Lisa, Patrick, Dayne

**Call to order:** 9:03AM

* **Finalize June Event – menu, setup, etc.**
  + Registration is open; LinkedIn post is up
  + Venue:
    - All set, they will provide drink ticket for everyone
    - Set up is at 4:30; start time is 5:30 (bring banners, ATD swag)
  + Parking
    - Parking is limited, consider parking at FarmFresh
  + Food
    - Order pizza & wings, and first drink is on us
  + Activities:
    - Arcade Games
      * Michael will confirm the game situation (need quarters, or is it coins?)
    - Networking/Ice breaker
      * What are people most excited about for next year? Help us with the planning session
      * Catherine will bring pens & notecards, and sign for activity
* **Election – applications?**
  + Communications - no one has applied yet
  + Member Engagement - Rodrigo & Elizabeth Neves
    - Lisa will reach out to Rod & Elizabeth to see if there is any interest in Communications
  + President Elect - Miko
* **WA/Star Chapter**
  + Making the switch to [Star Chapter!](https://www.starchapter.com/Layouts)
  + Bianca thinks we should be able to keep access to the store; Lisa will confirm with Bianca, then start the process with Star Chapter
  + Potentially start process in July
  + Files in system: Archive history and move files to GoogleDrive
    - Create new SOP’s for StarChapter
  + Early adopters - have some members play around with it this summer
* **SWOT Analysis**
  + Complete analysis by 6/14
  + Reminder will go out week of 6/12
  + Dayne will report out on results at the June meeting
* **General Updates** 
  + Lisa met with President of Boston chapter
  + Team up with other NE Chapters this Fall: September or November timeframe
  + Look into cross promoting with all NE chapters
  + **NEAC** - present analysis & findings of Star Chapter - Michael will write up a request to present (deadline is 6/9)
    - Make it general enough to entice everyone (not just chapter leaders)
    - Tap into Star Chapter to be a sponsor
  + ATD Central Mass “Mash Up” Event | 6/9 @ 8am
    - <https://www.tdcentralmass.org/event-5289674?CalendarViewType=1&SelectedDate=6/2/2023>

*Upcoming Dates:*

* 6/14 - Final Level - You Won!
* 6/21 - June Summer Planning (virtual)
* 7/19 - July Summer Planning (in-person)
* 8/16 - August Summer Planning (virtual)

**Meeting adjourned:** 9:57AM