

**Emerald Coast Chapter of the American Society for Training and Development
Chapter Board Planning Meeting Minutes
April 13, 2010**

Location of meeting: The Gallery, Bldg K, NWFSC Niceville Campus

Meeting was called to order at 1:00 p.m.

Review of Minutes: Rhonda Hacker forgot to email and print out the minutes for the meeting. They were emailed out to all Board members after the meeting and approved.

In attendance:

April Adams, President
Phil Wells, President-Elect
Pam Walters, NWFSC Liaison
Julie Ray, Programs
Ruth Shambo, Technology
Rita Smith, Hospitality
Rhonda Hacker, Communication/Secretary

Reports

Communication/Secretary (Rhonda Hacker)

- Everyone was asked to think of members who have left that could be included in a "Where are they now?" section of the Newsletter. Tasha Gunn will be featured in the May newsletter.

Technology (Ruth Shambo)

- Ruth reported that she thought the Pay Pal account had been set up only to discover that the company closed the ASTD account until they have further information. When completed, which should be soon, there will also be buttons for donations to Take Stock In Children.
- Pay Pal uses all major credit cards.

Hospitality (Rita Smith)

- Both Rita and Rhonda were at the table for registration of the April workshop. It was determined that there is an absolute need for two people at the table each month- one for payments and one to collect/promote Take Stock in Children.
- Rita will not be able to attend the May meeting. Julie Ray and Phil Wells agreed to cover the table.

Finance & Membership: Board Members unable to attend. No reports were given at the meeting.

Pam Walters (Liaison)

- The list of facility requirements for Bob Pike's presentation was reviewed. There were some elements that could not be met but the general consensus was that Bob Pike would find the facility (The Gallery) to meet his needs.
- Pam Walters, April Adams, and Julie Ray will review so that Julie can contact Pike's assistant with any differences, including a picture of the room if necessary.
- Ruth Shambo will check with Chelco about our using their easel, which meets Pike's specifications.
- April Adams will obtain the graph paper for the easel- if possible; it will be of the "Post-it" variety. Pike plans on hanging the sheets on the wall. She will also be able to provide the stool requested.

Programs (Julie Ray)

- Through her contacts, Julie was able to secure a replacement speaker for the May meeting. The topic will be employment law with lawyer Elizabeth V. LaFollette.
- The subject of the October workshop was discussed. It was decided that having a Web 2.0 or social media type workshop with April Adams facilitating could be a big hit. While it is the favored

subject for the workshop, it was not confirmed. Before a final decision is made, Pam Walters will check with the College to determine what is logistically possible for such a workshop. There would be a need for internet access and electrical outlets for attendees to bring a laptop and experience social media first hand.

Liaison (Pam Walters)

- While the lunches are generally good, the meal served at the April workshop was not up to standard. There are no problems with the salads and desserts. Pam indicated she will become more proactive/specific, as necessary.

Past President (Meredith Allred)/President Elect (Phil Wells)

- Nothing to report at this time.

Old/Unfinished Business

- Nothing to report.

New Business/President Report

- April will be unable to attend the May meeting.