

**ASTD
Emerald Coast Chapter
Board Meeting Minutes
March 22, 2007
OWC, Bldg K., Niceville, Florida**

Members Present

Carol Barry
Cheri Garrett
Tasha Gunn
Nita McLaney
Donna Miller
Charlie Ray
Rebecca Spence
Joyce Szilvasy

Members Absent

Debbie Bodensine

I. Call to Order

President, Rebecca Spence, called the meeting to order at 12:10 pm.

II. Minutes

The February 22, 2007 meeting minutes were presented for approval. A motion was made by Joyce Szilvasy and seconded by Tasha Gunn for approval. The motion passed unanimously

III. VP of Communications

Becky presented Meredith Allred as a candidate for the Chapter's VP of Communications. A motion was made by Donna Miller and seconded by Joyce Szilvasy to accept Meredith as the Chapter's VP of Communications. The motion passed unanimously.

A newsletter was discussed. Questions of how often the newsletter should be generated, to CORE's requirements were addressed. It was decided that a quarterly newsletter would be produced. The first newsletter will go out in April or May.

IV. Financial Report/Review

Nita McLaney presented the Treasure's report. The Chapter's general ledger balance as February 28, 2007 was \$10, 563.96.

Nita asked about reimbursement to individuals who pay for National Membership. It was discussed and presented that Chapter will reimburse \$24.00 to the individual. A motion

was made by Donna Miller and seconded by Joyce Szilvasy for approval. The motion passed unanimously. Charlie will track the individuals and Nita will reimburse.

V. Communication/Membership

It was reported that the Chapter has 39 paid members. Carol reported that the Chapter's website email is not working properly. She plans to further review the problem and attempt to resolve it. Also, Carol plans to shop for a better website hosting rate.

Charlie is attempting to work around employer firewalls in order to get email reminders out for the meetings.

A Membership Drive Committee was formed. Members include Joyce, Nita, and Carol. Joyce invited any other member that would like to participate. The committee plans to shop around for "give a ways" and/or other gifts to entice potential new membership. A budget of \$800 was discussed.

VI. Programs

Becky presented a short update on upcoming programs.

VII. President's report

Becky presented a short review of the agenda.

VIII. General Wisdom

Donna noted that the Emerald Coast Chapter for the American Society of Training and Development has come a long way since its formation. She is proud to be a part of it.

Respectfully submitted

Cheri Garrett
Secretary