

**ASTD
Board Meeting Minutes
September 20, 2006
OWC**

The September board meeting was called to order at 11:15 am by President Miller

Members Present:

Becky Spence
Carol Barry
Donna Miller
Leigh Grantham
Joyce Szilvasy
Karen Sledge

Members Absent:

Sylvia Niedzwiecki
Jerry Armstrong
Charlie Ray

Minutes:

Joyce presented the minutes from the August 2006 meeting for consideration. Becky made a motion to accept as presented. Leigh seconded the motion. Motion passed.

Finance Record Review:

Karen was unable to reach the hospitality folks in time to prepare a financial report for the meeting. She will email the September report to the board members.

Programs & Marketing Report:

Donna headed up the programs and marketing section. It was noted that the workshop for October is on target. Donna encouraged the board members to email the brochure to as many as possible to get the word out. Leigh will contact Ms. Yerkes concerning her hotel accommodations, etc. Dr. Goestch received very high marks on his evaluations. Donna will send him a thank you note. Leigh will contact Dr. Carnley about his November presentation. We will ask him to prepare for about 20 minutes, either a presentation or an activity as we have had in the past. Leigh will also prepare for the installation of officers and the awards presentations for the November meeting. There is no general meeting planned for December.

Hospitality Report:

Charlie was not present. The group felt that the hospitality had gone smoothly at the September meeting.

Membership/Webmaster Report:

Carol shared copies of a draft membership survey that she had prepared. Leigh made a motion to approve the survey with a second from Becky. Motion passed. Carol plans to email the survey to all members and place the names of the respondents in a hat for a drawing at the October meeting. We have several of Dwight Bains' books in inventory. Joyce will bring one to use as a door prize. We have two new members; Mary Lou Reed and Bonnie Rushton.

Communications Report:

Jerry was not present but had advised Donna that he would be issuing the newsletter shortly. He is very busy in his new job.

General Wisdom:

Leigh stated that she would continue to assist with the programs through the end of the year. It was decided that the board members should be at OWC to assist with the set up and greeting of attendees for the October workshop no later than 7:45 am. The program begins at 8:30 am.

Nomination Committee:

Becky reported that Jerry had contacted her and that he will be unable to serve on the board in 2007 due to the requirements of his new job in Walton County. The board discussed a possible replacement for Jerry. The prospective VP of Programs & Marketing for 2007 has declined the nomination and another member, Carol Morris has been contacted.

President's Report:

Donna reported that things seem to be moving along well with the chapter. We seem to be down to a skeleton crew but are getting our goals accomplished. She thanked those present for their hard work and continued support.

Old Business:

Becky reported on an area ASTD meeting that she had attended to represent our chapter. J. Gershner and K. Shurte organized the meeting. It was attended by four members from the Pensacola chapter. The CORE requirements were discussed at the meeting. They would like for each chapter to strive for 25% or 25 (whichever is greater) members to be National ASTD members. Becky learned that Pay Pal has a new one time payment process with about a .03% surcharge. Karen will check in to the feasibility of the military/contractors using this process. A question arose about ASTD Certification. It was felt that perhaps K. Shurte would be a good speaker for a chapter meeting to address the new certification process. The second annual state ASTD event is being planned for February 2007.

Becky reported that she has signed up for the ASTD Leadership Training in Alexandria, VA. She also applied for a scholarship to offset some of the expenses for the trip.

Becky has reserved the Uptown Café in Crestview for December 6, 2006 from 12 to 3 for our present and new board member retreat/planning session. Joyce will provide the revised By Laws and Standard Operating Procedures for the meeting.

Joyce has finalized the changes to the chapter By Laws and they are ready to be emailed to the membership for a vote. Donna will issue the link to the By Laws at the end of October. They can be voted on by the members over the next 30 day period. Joyce will email the By Laws to Carol in a PDF format for the web site and she will be available for any questions concerning the changes.

New Business:

None

With no further business, the meeting was adjourned at 12:15 pm by President Miller.

Respectfully submitted,

Joyce Szilvasy
Secretary