

**ASTD
Board Meeting Minutes
June 22, 2005
OWC**

The June meeting was called to order by President Leigh Grantham at 12:15.

Members Present:

Donna Miller
Bridget Carnley
Becky Spence
Joyce Szilvasy
Leigh Grantham

Members Absent:

Juda McAdoo
Pam Walters
Karen Sledge

Secretary Szilvasy presented the minutes from the May board meeting. Becky made a motion to approve the minutes as presented, with a second by Donna. Motion passed.

Finance Record Review:

Due to her absence Karen had provided Leigh a set of written financial reports for the board. The reports were reviewed and it was felt that we are probably on track with our expenses and income. According to Karen's notes the speaker for our workshop should receive one half of the net proceeds from the program. President Grantham recommended Option 3 at \$852.055. The board agreed. (see attached email from Karen) Karen's email asked for consideration by the board of the need to exceed our budget for the purchase of the ASTD bags. Donna made a motion to exceed our budget for Marketing/Membership expenses by \$297.09 to cover the bag expense. Becky seconded the motion. Motion passed. It was noted by the board that Karen has such a good understanding of our finances and the reports she prepares are great. Leigh asked that a Thank You note be sent to Karen from the board thanking her for the work she does for the association.

Programs and Marketing Report:

The board discussed the speaker and program for the June workshop. The attendance was 26 and that is a good number for a summer session. Pam has the evaluations. Although the session was not of the caliber that we would have liked, it appeared that many of the group received some benefit from the program. It was decided that in the future it would be best if we could preview the speaker or have a personal recommendation from someone who has attended one of their sessions, prior to the booking.

Bridget will contact Stacy Tobik at Boeing to schedule a meeting to discuss the possibility of a fall joint workshop with SHRM. A tentative luncheon meeting on

06/30/05 in Fort Walton Beach was discussed. The October workshop speaker information for Mark Wiskup can be viewed at www.wiskupcommunications.com. Mary Mears is scheduled for our July meeting. Bridget will get his biography to Pam ASAP to email to all. Speakers are scheduled for every month through the end of the year. Bridget has been working on speakers for the first three months of 2006 and has been having discussions with a staff person for a speaker, Dwight Bain, for the May 2006 workshop. One of the workshop speakers' requirements is that we purchase 12 of his books at \$15.00 each, as well as pay him one half of the net proceeds from the workshop. His web site is www.lifeworksgroup.org and it was recommended that the board visit his site and review his programs, etc. His staff person had sent an agreement for the organization to sign. It was felt that the board needed a bit more time to review his program and make a recommendation. Bridget will contact him to ask for another month to sign the agreement. Bridget reported that she did not have an agreement for our association to use with our speakers but that she will work on one. She has been in contact with Jan Newton who will be one of our speakers during the first quarter of 2006. It was recommended that we might contact the Baptist Hospital for a speaker to tell us about their Malcolm Baldrige Award. The group discussed the possibility of inviting Governor Bush to speak at the December meeting about the Take Stock in Children program, mentoring, etc. It was felt this was a wonderful idea and that by contacting Ray Sansom, he could assist with getting on the governor's calendar.

Membership Report:

Becky passed out a list of our current member listing for the board to review. We are doing very well with 57 paid members. Our membership drive should help us in this area. Joyce will contact Pam for prospective members/new members information from the June meeting so she can send them a card.

Communication:

Donna reported that one of our June attendees saw the meeting announcement in the Daily News. Bridget brought the Destin Chamber newsletter to show the board the article about ASTD. Donna would like a photo of the speaker if possible for the press release and she needs the speaker information as early as possible for publication to the area newspapers, chambers, etc.

President's Report:

Leigh thanked the board for their efforts during the year with a "half way party". We had cotton candy, roasted peanuts, Cracker Jacks, and balloons to celebrate the half way mark of our association year. She wanted each of us to think about the upcoming year and how we would like to serve the organization. Juda and Donna will get together to look at leadership for next year. It was noted we should recruit some diversity for our board if possible. Joyce suggested we announce the upcoming elections and ask for those interested in serving. Becky volunteered to continue with a personal ice breaker for our meetings.

Old Business:

Minutes from the May meeting were reviewed. We do not have a price for Errors and Omissions Insurance. Joyce will continue to work with Karen to pursue the insurance for the association. Leigh stated that she could format the flyers if needed. Joyce stated that we now have a new EIN number for the association and reported that she had a couple of contacts for the credit card processing information, but felt it would be somewhat expensive. Leigh suggested that Donna might want to check with the International ASTD group to see if they would/could provide the service for the member associations when she attends the leadership training. Bridget asked that we email her at her yahoo address.

New Business: None.

Meeting adjourned at 1:45 pm by President Grantham.

Respectfully submitted,

Joyce Szilvasy
Secretary