

## Minutes of the ATD Tulsa Chapter Board Meeting

Wednesday, May 1, 2015

12:00 p.m. to 1:45 p.m.

This meeting was held at Charlie Mitchell's Small Meeting Room.

### **Call to Order**

President Skip Eller called the meeting to order at 12:15 p.m.

### **Roll Call**

Skip Eller, President

Steve Laswell, Immediate Past President

Walt Hansmann, VP of Administration

Adam Barrow, VP of Finance

Lorinda, Schrammel, VP of Accommodations

Mary Parker, VP of SIGs and GIGs

Zac Davis, VP of Digital Media

Linda Jenkins, At-Large Director

### **Absent:**

Shane Norrid, President-Elect

Greg Kittinger, VP of Membership

Amy Barnes, VP of Programming

Wyatt Hockmeyer, VP of Marketing

Eight of 12 board members were present. A quorum was established.

### **Approval of Minutes**

Steve moved, Zac seconded approval of the minutes from the April 1, 2015 Board Meeting with the addition of the wording for the motion to approve posting job openings on the chapter web site ... which had been left off the minutes. MOTION CARRIED.

### **Treasurer's Report**

Lorinda moved, Steve seconded approval of the Treasurer's Report. Adam presented the cash flow statement, along with the budget with monthly and YTD charges. MOTION CARRIED.

### **Old Business**

- a. **Passes for Meetings** – Walt reported what he discovered. Skip moved, Mary seconded to allow ATD Tulsa Board Members two (2) guest passes to be used for regular chapter meetings and meals only. MOTION CARRIED
- b. **Meal Options for Meetings** – There was a discussion about how we can better accommodate people who require a meal option other than our regular meal. Walt will research the options in Wild Apricot and report back.
- c. **Membership Report** – Greg was absent, and sent a membership report.
- d. **State Conference** – In Shane's absence, Lorinda reported the progress on the State Conference.
- e. **SIGs/GIGs/Networking** – Mary will secure a location outside of downtown for an upcoming Networking meeting.

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### New Business

- a. **Programming Brainstorm** – Skip asked for ideas for upcoming meetings and if we should skip and meeting over the summer. Walt pointed out that we need to have board elections in August. The June meeting will be a teach-back from the ICE attendees (Lorinda and Adam). The July meeting will be AAA Oklahoma presenting on engaging classroom activities. Walt will develop a program for August. Most likely we will skip the October meeting because of the State Conference, so it appears we will meet May through September, skip October, then meet November and December. Maybe we can have a program in September or November promoting Employee Learning Week in December.
- b. **Locations** – Lorinda asked that we settle on one or two locations for monthly meetings so we can ease some of the constant searching. OSU Tulsa is a good location with a reasonable fee - \$85. Lexus of Tulsa is a good location with a good fee (free). We also need to settle on a caterer or caterers.
- c. **Post-Meeting Survey** – We need to continue the electronic post-meeting survey's Do we have access to Survey Monkey or ZipSurvey? Need Amy's input.

### Adjournment

Adam moved, Lorinda seconded adjournment. MOTION CARRIED. The meeting was adjourned at 1:27 p.m.

Respectfully submitted by Walt Hansmann, CPLP