

Date & Time: Friday, February 3, 2023 – 11:30am-1:00pm

Location: Virtual via Zoom

<https://us06web.zoom.us/j/88354012659?pwd=REQ3LzZxc0I3aDZKZWUczM0F4U201QT09>

Meeting ID: 883 5401 2659 Passcode: 419843

1. Call Meeting to Order - President
 - a. Roll Call - VP of Administration- Andrew Engelbrecht
 - b. Confirm Quorum – Declare if Quorum is or is not Present (*51% of board members*)
 - c. Guests Present - Acknowledge and Record
 - d. Agenda for February 3, 2023, Board Meeting – Review and Approve
 - e. Record meeting minutes-Sunilyn Hertt

2. Board of Directors – President
 - a. Minutes from January 6, 2023, Board Meeting – Review and Approve (*attached*)
 - b. Review nominations for VP admin and VP Membership. Discuss and Approve (*attached*)
 - c. NAC Meeting Attendance – Identify two members to attend February 17, 1pm – (all board members can attend meetings, but we have to have 2.)
 - d. State Conference – Tulsa Chapter responsible for hosting 2023.
 - a. Andrew Engelbrecht - committee chair
 - b. Date for conference
 - c. Location for conference
 - d. Planning committee

3. Governance – President
 - a. CARE Report submitted before Early Submission Deadline-Thank you Suni.
 - b. Won a free ALC conference attendance. Who?

4. Financial – Jennifer Roberson VP of Finance
 - a. Financial Reports as of January 31, 2023 – Review and Accept
 - b. M&M Update-added by Jennifer

5. Membership – VP of Membership – open position, presented by Kim Boggs, President
 - a. January 2023 Membership Report
 - b. Annual Guest Passes for Board Members –
 - i. To promote Power Membership, each board member can distribute up to two guest passes to attend an ATD Tulsa event
 - ii. Redeem passes by providing guest contact and event information to VP of Membership
 - iii. VP of Membership will process event registration and confirmation with guest(s)

6. Programming – VP of Programming (Open-Past President Sunilyn Hertt will discuss)
 - a. 2023 Programming – Review & Discuss opportunities and areas for improvement
 - i. Member survey review
 - b. February 17 Program Meeting - Content & Logistics:
 - i. Workshop Topic: Gamification for TD...

- ii. Workshop Program (led by President Kim Boggs)
 - iii. Accommodations – Double Tree Warren Place
 - iv. Icebreaker/Networking Activity – Jennifer will have an activity for icebreaker/networking
 - v. Power Membership Promotional Activities/spotlight – appoint someone to highlight PMship
 - vi. Post Meeting Evaluation Online Distribution – Appoint someone to email survey out to attendees-
 - 1. Update survey for monthly meeting
 - 2. Get QR code to complete in person
 - c. March Workshop – Do we want to have a program meeting too?
 - i. Date/Location-March 7; 8am-5pm
 - ii. Topic: Level 1 Gamification Certification for TD Professionals
 - iii. Post on website
 - d. Ceci has possible volunteer for March Program Meeting
 - i. Review RFP and Discuss
 - ii. Accept
 - e. Future Programming- Review & Discuss (based on operational plan)
8. Communications/Marketing – VP of Communications Ceci Martin-Smith-
- a. Communications Plan for 2023
 - b. Communications Scheduled for February- submit calendar document- this is a goal for each month.
 - c. Newsletter schedule-
 - d. First Quarter Calendar
 - e. Communications Needs & Opportunities
9. Old Business
10. New Business
- a. Sponsorships - Memo attached. How to approach and get sponsors? Committee?
11. Confirm Action Items
12. Confirm Dates for Next Two Board Meetings
- a. Propose 1st Thursday of every month-11:30-1:30 or 3:30-5:30
 - 1. March 2, 2023
 - 2. April 6, 2023
13. Adjourn Meeting

Date & Time: Monday, January 2, 2023 – 11:30am-1:00pm

Location: Virtual via Zoom

<https://us06web.zoom.us/j/88354012659?pwd=REQ3LzZxc0I3aDZKZWUczM0F4U201QT09>

Meeting ID: 883 5401 2659 Passcode: 419843

1. Call Meeting to Order – President 3:43 pm
 - a. Roll Call - VP of Administration- President
 - i. Kim Boggs
 - ii. Jennifer Roberson- Will need to leave early
 1. Left @ 6:00 pm
 - iii. Sunilyn Hertt
 - iv. Andrew Engelbrecht
 - v. Ceci Martin-Smith
 - vi. Scott Dixon -Not present at roll call
 1. Arrived @ 4:06 pm
 - b. Confirm Quorum – Declared if Quorum
 - c. Guests Present – None present
 - d. Agenda for January 2, 2023, Board Meeting – Review and Approve – **Motion for approval moved, seconded, and as amended. (attached)**
 - i. Add 4.c M&M update
 - ii. Add 4.d Arvest access
 - e. Record meeting minutes-Sunilyn Hertt, Past- President
2. Board of Directors – President
 - a. Minutes from December 6, 2022, Board Meeting – Review and Approve – **Motion for approval moved, seconded, and approved. (attached)**
 - b. ATD Tulsa Email Access and Email Policy – Confirm access and processing expectations – VP of Programming
 - a. Email assignments
 - i. Kim- President & Membership
 - ii. Suni- Past-President & Administration
 - iii. Ceci- Communications & Programming
 - b. Need to change Accommodations to Logistics
 - c. Wild Apricot Access & Training- Everyone has been trained on the website and will let Kim know if they need more training.
 - d. Per bylaws, President, Kim Boggs appoints Parliamentarian, Sunilyn Hertt unless and until VP administration is appointed.
 - e. Per bylaws, President, Kim Boggs appoints Past President Sunilyn Hertt, VP of Finance Jennifer Roberson, VP of Logistics Scott Dixon, and President Elect Andrew Englebrecht to serve on the Bylaws and Policies Committee. And designated Jennifer Roberson to serve as Committee Chair.
 - f. Per bylaws, current board may solicit applications, from current members, to fill vacant board positions – VP of Programming, VP of Administration and VP of Membership.
 - a. Kim will send out a notice to the membership with the documents need to submit for board consideration.

- b. Ceci will add to our website and post to LinkedIn.
 - g. NAC Meeting Attendance – Identify two members to attend February meeting, schedule is still TBA – (all board members will be invited to attend future meetings) Erik Atkins is our National
 - a. Kim and Jennifer will tentatively attend February’s meeting
 - h. State Conference – Tulsa Chapter responsible for hosting 2023.
 - a. Appoint Andrew Engelbrecht as committee chair
 - b. Date for conference –
 - i. Committee will need to come up with the date
 - 1. Propose week of October 30 or November 6
3. Governance – President
- c. 2022 risk assessment- VP of Finance – Review and Accept – **Motion to accept moved, seconded, and as approve. (attached)**
 - i. Ensure that the RFP is updated for 2023
 - ii. No Quick books at this time
 - iii. Yearly compilation, next year we will look for a new organization
 - iv. Update and Aline our policies
 - v. Assess if we need a mailbox, stop bank statement and see if we need
 - d. 2023 ATD Tulsa Operating Plan – Finance– Review and Accept – **Motion to accept moved, seconded, and as approve. (attached)**
 - e. Update on Preparation of 2022 Annual Report - Chapter board shares an annual report at least once per year with members noting membership numbers, financial performance, and progress toward annual goals – Past President Sunilyn Hertt
 - f. Update on Preparation of 2023 Chapter Affiliations Requirements (CARE) Report - Early Submission Deadline = January 13, 2023; Regular Submission Deadline = January 31, 2023 – Past President Sunilyn Hertt
4. Financial – Jennifer Roberson VP of Finance
- a. Financial Reports as of December 31, 2022 – Review and Accept – **Motion to accept moved, seconded, and as approve. (attached)**
 - b. 2023 Budget 2022 Draft- Review and Accept – **Motion to accept moved, seconded, and as approve. (attached)**
 - i. Jennifer will email an update to the board with an explanation of what we discussed and the board will vote via email. Finalized 2023 Budget- VP Finance via email communication- Review and Accept – **Motion to accept moved, seconded, and as approve. (attached)**
 - 1. All, as promised, I wanted to send the updated budget for 2023. We need to make a motion to accept the 2023 budget via email. Here are some items to note:
 - a. Overall total has the 2023 ATD Tulsa budget with a positive cash flow of \$434.88 for the year.
 - b. We understand this is a growth year again for in-person meetings. The revenue for monthly meetings is set for \$8,525 (This is set to

- have 20 attendees: 5 power members, 10 members, and 5 virtual attendees). This is a revenue of \$775 per meeting in 2023.
- c. The cost of these meetings are estimated at 15 in-person attendees at \$35 each with a 25% estimated service fee. Total cost would be \$7,218.75. This is an expense of \$656.25 per meeting in 2023.
 - d. Sponsorships will be important to cover our expenses this year with the increase in price for our monthly meetings. We have annual ATD Meeting Sponsor of \$1500 and \$2500 sponsorships for the State Conference.
 - e. State Conference revenue is estimated at \$15,000 and expense are estimated at \$13,000.
- c. **Added** M&M update- Have several issues with the company, but the work has not been completed and has been unsatisfactory. Will look for a new company for the future. Will pay the fee once everything is completed correctly.
 - d. **Added** 4.d Arvest access- Add Kim Boggs, President and Andrew Engelbrecht, President-elect, to have access to the ATD Tulsa Chapter Arvest account. Linda Johnson, Past-President 2022 will need to be removed from the ATD Tulsa Chapter Arvest account. **Motion to accept moved, seconded, and as approve.**
5. Membership – VP of Membership – open position, presented by Kim Boggs, President
- a. 2022 Membership Survey (Identify recommendations from Survey for board consideration and possible action) Review and Accept – **Motion to accept moved, seconded, and as approve. (attached)**
 - b. Annual Guest Passes for Board Members –
 - i. To promote Power Membership, each board member can distribute up to two guest passes to attend an ATD Tulsa event
 - ii. Redeem passes by providing guest contact and event information to VP of Membership
 - iii. VP of Membership will process event registration and confirmation with guest(s)
6. Programming – VP of Programming (Open-Past President Sunilyn Hertz will discuss)
- a. 2022 Programming – Review & Discuss opportunities and areas for improvement
 - i. Member survey review **(Attached)**
 - b. January 22, 2023, Program Meeting - Content & Logistics:
 - i. Workshop Topic: State of the Industry
 - ii. Workshop Program (led by President Kim Boggs)
 - iii. Accommodations – TBD
 1. Double tree- working on a per person and space rate- We
 2. Home builders Association hasn't
 - iv. Board Member Attendance & Participation – determine topic each board member will present
 - v. Icebreaker/Networking Activity – Jennifer will have an activity for icebreaker/networking

- vi. Power Membership Promotional Activities/spotlight – appoint someone to highlight Power Membership
 - vii. Post Meeting Evaluation Online Distribution – Appoint someone to email survey out to attendees- President
 - 1. QR code to complete in person?
 - 2. Update to make shorter?
 - c. February Meeting –
 - i. Date/Location- Still TBA, VP of Logics is still working on the location.
 - ii. Topic: Gamification for TD...
 - iii. Post on website
 - d. March Workshop (no program meeting?)
 - i. Level 1 Gamification Certification for TD Professionals
 - ii. Post on website
 - e. Future Programming- Review & Discuss (based on operational plan)
8. Communications/Marketing – VP of Communications Ceci Martin-Smith- we need to talk with Ceci about her plans, or we will just make it up and then she will jump in for Feb.
- a. Communications Plan for 2023
 - 1. Identify permissions to publish on Website, Email, LinkedIn
 - b. Communications Scheduled for January- submit calendar document- this is a goal for each month.
 - 1. 2023 Board Member Information/bios
 - 1. Introduction via LinkedIn Posts
 - 2. 2023 Annual Report: Plans to publish annual report that includes but is not limited to: membership numbers, list of board members and their positions, financial performance, and progress toward annual goals. Based on information provided in CARE submission This will be a Feb. item
 - 3. January Program Meeting
 - 4. Newsletter schedule- will get out before the end of the quarter
 - c. First Quarter Calendar- Working to get a schedule developed.
 - d. Communications Needs & Opportunities- not at this time
9. Old Business- None
10. New Business-None
11. Confirm Action Items

Everyone-Board Emails, make sure that you have logged in, changed your photo and signature
Everyone- Board Member Information/bios on the website
Jennifer -January Program, Ice breaker
Jennifer- 2023 Budget, email updated budget and board will vote via email.
Kim- Scott's email, needs to be changed to logistics
Kim- Post Meeting Evaluation Online Distribution, will handle

Kim-Contact Sententia, Confirm February program and March certification
Kim-January Program, assign topics to board members
Scott-January Program location, Jan. 20- forward information to CeCi
Scott-February Program location, Feb. 10 or 17th? forward information to CeCi
Scott-March Program location, this is a full day event, please review What is required for that day-forward information to CeCi
Scott-Online access, to Monthly Programs Schedule Zoom meetings
Suni-Annual Report/CARE Report, Due by the end of January
Ceci- First quarter newsletter

12. Confirm Dates for Next Two Board Meetings
 - a. February 2023- Kim will get meeting time out to everyone.
13. Adjourn Meeting

2023 Board of Directors Nomination Form

Note: All nominees must be current members of ATD Tulsa at the time of nomination. Descriptions of the open board positions are available on pages 16-21 of the Chapter Bylaws. [Chapter Bylaws](http://www.tdtulsa.org/chapterdocuments) are available online at www.tdtulsa.org/chapterdocuments.

DUE DATE: Completed Nomination and Eligibility Forms, photos (required), and videos (optional) **MUST** be received by **11:59 PM on Saturday, January 31, 2023**. Materials **must** be submitted via email to president@tdtulsa.org. If you do not receive an email confirming receipt of your materials 48 hours after they are submitted, contact Kim Boggs, President via call or text at 918-289-7138.

If you have questions, contact Kim Boggs, President by email at president@tdtulsa.org or by call or text at 918-289-7138.

Name of person submitting nomination (first/last) Kim Boggs

I wish to nominate (first/last) Ana Vaqueiro
Self-nominations are encouraged!

For the Board of Directors role of:

| | |
|-------------------------------------|--|
| <input type="checkbox"/> | Vice President of Membership |
| <input checked="" type="checkbox"/> | Vice President of Administration (Secretary) |
| <input type="checkbox"/> | Vice President of Programming |

Please include contact information for the nominee below, so the Elections Committee may confirm acceptance of the nomination:

Phone: (work) 918-359-8206 (mobile) 918-388-7143

Email: (work) avaqueiro@matrixservicecompany.com (personal) (Type Personal email)

How long have you been a member of ATD Tulsa? 9 years

What benefits have you received from your ATD Tulsa membership? (Type Answer)

Have you served on the board of ATD Tulsa? YES or NO If yes, list years and positions held.

(Type Answer)

Are you a CPTD or APTD? YES or NO If yes, when did you become a CPTD or APTD? (Type Answer)

What are your talent development Areas of Expertise? Ana is experienced in LMS management and classroom facilitation.

Are you currently a **Power Member** (ATD + ATD Tulsa)? YES or NO If yes, how long have you been a **Power Member**? 9 years

What benefits have you received from your ATD membership? Networking with others

What is your current professional role and employer/company? Senior LMS Coordinator; Matrix Service Company

What professional roles have you held in the field of Talent Development? Sr LMS Coordinator.

How many years' experience do you have in the field of Talent Development? 9 years

In the space below, please answer the following question in 500 words or less: How will you or your nominee contribute to ATD Tulsa chapter leadership?

Ana will be a great attribute to ATD Tulsa because she is very organized and always eager with new ideas and thoughts. She is creative and will bring fresh ideas to our board and the role of VP of Administration

REQUIRED: Submit one headshot photo of the Nominee, suitable for posting on the ATD Tulsa website, with this Nomination Form. Max size is 110 x 110 pixels. Larger images will be resized.

OPTIONAL: Nominees may submit a video recording of up to 2 minutes in length to be posted on ATD Tulsa's website and/or social media sites which may include Facebook, LinkedIn and/or Twitter with this Nomination Form. **VIDEO RECORDINGS LONGER THAN 2 MINUTES WILL NOT BE POSTED.** The video recording should be in an MP4 format. High Definition (HD) is not necessary. Professional recording is not required. Any video captured by a smartphone or tablet saved in MP4 format is acceptable. (Note: Recording in 640x480 resolution saves memory space and dramatically reduces the time for uploading and downloading. However, many phones and tablets do not allow you to adjust the resolution.)

NOTES ON THE APPOINTMENT PROCESS: The 2023 Board of Directors will review all nominations to ensure eligibility and suitability for the board positions. Applications are due by January 31, 2023, by 11:59pm.

2023 Board of Directors Nomination Form

Are you currently a **Power Member** (ATD + ATD Tulsa)? **YES** or **NO** If yes, how long have you been a **Power Member**?
(9/5/2016)

What benefits have you received from your ATD membership? Knowledge gained from attending webinars and training sessions, as well as professional benefits to my career based on the knowledge gained from my membership and active involvement with ATD.)

What is your current professional role and employer/company? Organizational Development Specialist; Explorer Pipeline)

What professional roles have you held in the field of Talent Development? Organizational Development Specialist)

How many years' experience do you have in the field of Talent Development? (6+)

In the space below, please answer the following question in 500 words or less: How will you or your nominee contribute to ATD Tulsa chapter leadership?

I believe that I will be able to contribute to ATD Tulsa Chapter leadership in a number of ways. I am passionate about my role as a talent development professional and would love to be a part of the leadership team so that I can share that with my peers and colleagues, as well as to share with the overall development community in Tulsa. Building a membership base with my colleagues throughout the city and getting more involvement from talent development professionals across a number of businesses and industries would be a large part of my role and would allow the Tulsa Chapter of ATD to continue to grow. Additionally, as part of the role of VP of Membership, I believe I could leverage my experience and knowledge in leadership development and use that as a benefit when providing onboarding to new members.

REQUIRED: Submit one headshot photo of the Nominee, suitable for posting on the ATD Tulsa website, with this Nomination Form. Max size is 110 x 110 pixels. Larger images will be resized.

OPTIONAL: Nominees may submit a video recording of up to 2 minutes in length to be posted on ATD Tulsa's website and/or social media sites which may include Facebook, LinkedIn and/or Twitter with this Nomination Form. **VIDEO RECORDINGS LONGER THAN 2 MINUTES WILL NOT BE POSTED.** The video recording should be in an MP4 format. High Definition (HD) is not necessary. Professional recording is not required. Any video captured by a smartphone or tablet saved in MP4 format is acceptable. (Note: Recording in 640x480 resolution saves memory space and dramatically reduces the time for uploading and downloading. However, many phones and tablets do not allow you to adjust the resolution.)

2023 Board of Directors Nomination Form

NOTES ON THE APPOINTMENT PROCESS: The 2023 Board of Directors will review all nominations to ensure eligibility and suitability for the board positions. Applications are due by January 21, 2023, by 11:59pm.

ATD Tulsa Chapter
Statement of Financial Position as of January 31, 2023

| Assets | | Liabilities | |
|---|----------------------------|--|-----------------------------------|
| Arvest Checking Account | \$ 3,711.06 | Accounts Payable | \$ 910.00 |
| Arvest Money Market Account | \$ 15,032.54 | Taxes Payable | <u>\$ -</u> |
| Cash | \$ 108.30 | Total Liabilities | <u><u>\$ 910.00</u></u> |
| Accounts Receivable in Wild Apricot* | \$ - | Net Assets | Unrestricted Net Assets |
| (Less doubtful accounts)** | \$0.00 | | \$ 17,941.90 |
| | | | Temporarily Restricted Net Assets |
| | | | \$ - |
| | | | Permanently Restricted Net Assets |
| | | | \$ - |
| Total Cash Assets | <u>\$ 18,851.90</u> | Total Net Assets | <u><u>\$ 17,941.90</u></u> |
| Total Assets | <u><u>\$ 18,851.90</u></u> | Total Liabilities Plus Net Assets | <u><u>\$ 18,851.90</u></u> |

Prepared by Jennifer Roberson, 2023 VP Finance on February 3, 2023.

* Accounts Receivable: None to report.

**Doubtful Accounts are unpaid invoices greater than 90 days old with Unknown Status - None to report.

**Association for Talent Development Tulsa Chapter
Monthly Income and Expense Report - January 2023**

| Category Description | 2022 Actual | 2023 Budget | Jan-23 | Year-to-Date (YTD) | Difference (Budget - YTD) | Notes |
|--|--------------------|---------------------|--------------------|--------------------|---------------------------|---|
| INCOME | | | | | | |
| ATD ChiP/Membership Fees/Award | \$ 2,986.29 | \$ 2,350.00 | \$ 330.00 | \$ 330.00 | \$ 2,020.00 | ATD Membership Fees - \$250; ATD ChiP - \$80 |
| Meeting Fees | \$ 3,070.00 | \$ 8,525.00 | \$ 1,025.00 | \$ 1,025.00 | \$ 7,500.00 | ATD Members - 22; Guest Registrations - 4; Virtual - 3 |
| Membership Dues | \$ 1,900.00 | \$ 2,650.00 | \$ 100.00 | \$ 100.00 | \$ 2,550.00 | Two memberships (SWhala, CMedeck) |
| ATD Meeting Sponsorship | \$ 250.00 | \$ 1,500.00 | \$ - | \$ - | \$ 1,500.00 | |
| ATD Newsletter Sponsorship | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Special Event - Training | \$ - | \$ 1,500.00 | \$ - | \$ - | \$ 1,500.00 | |
| Networking Event Sponsorship | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Networking Event Fees | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Special Event - State Conference | \$ - | \$ 15,000.00 | \$ - | \$ - | \$ 15,000.00 | |
| Special Event- State Conference Sponsorships | \$ - | \$ 2,500.00 | \$ - | \$ - | \$ 2,500.00 | |
| TOTAL INCOME | \$ 8,206.29 | \$ 34,025.00 | \$ 1,455.00 | \$ 1,455.00 | \$ 32,570.00 | |
| EXPENSES | | | | | | |
| Board Expense | | | | | | |
| National ATD Dues | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Retreat | \$ - | \$ 150.00 | \$ - | \$ - | \$ 150.00 | |
| ATD Leader's Conference (ALC) | \$ 1,000.00 | \$ 1,750.00 | \$ - | \$ - | \$ 1,750.00 | |
| Treasurer Expense | \$ - | \$ 35.00 | \$ - | \$ - | \$ 35.00 | |
| Annual Audit | \$ 937.30 | \$ 2,730.00 | \$ - | \$ - | \$ 2,730.00 | |
| TOTAL Board Expense | \$ 1,937.30 | \$ 4,665.00 | \$ - | \$ - | \$ 4,665.00 | |
| Communications Expense | | | | | | |
| GoDaddy Domains | \$ 84.68 | \$ 186.30 | \$ - | \$ - | \$ 186.30 | |
| Go Daddy Email | \$ 646.92 | \$ 770.00 | \$ 503.16 | \$ 503.16 | \$ 266.84 | Programming, President, President-Elect, Past-President, Logistics, Communications, Membership (\$71.88/each) |
| Wild Apricot Web Site | \$ 1,824.00 | \$ 2,052.00 | \$ - | \$ - | \$ 2,052.00 | |
| SurveyMonkey & Virtual Meeting Subscriptions | \$ 539.95 | \$ 600.00 | \$ 468.00 | \$ 468.00 | \$ 132.00 | Survey Monkey |
| PO Box Subscription | \$ 156.00 | \$ 179.40 | \$ - | \$ - | \$ 179.40 | |
| Marketing | \$ - | \$ - | \$ - | \$ - | \$ - | |
| TOTAL Communications Expense | \$ 3,251.55 | \$ 3,787.70 | \$ 971.16 | \$ 971.16 | \$ 2,816.54 | |
| Meeting Expense | | | | | | |
| Annual ATD Program Certification Expense | \$ 100.00 | \$ 100.00 | \$ - | \$ - | \$ 100.00 | |
| Facility Charge | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Meals-Food | \$ - | \$ 7,218.75 | \$ 753.54 | \$ 753.54 | \$ 6,465.21 | DT - 20 meals @ \$28 - \$560 + \$59.14 sales tax + \$134.40 service charge |
| ATD December Special Program | \$ - | \$ 250.00 | \$ - | \$ - | \$ 250.00 | |
| Recognition Items | \$ 115.99 | \$ 600.00 | \$ - | \$ - | \$ 600.00 | |
| TOTAL Meeting Expense | \$ 215.99 | \$ 8,168.75 | \$ 753.54 | \$ 753.54 | \$ 7,415.21 | |
| Membership Expense | | | | | | |
| Name Badges | \$ - | \$ 100.00 | \$ - | \$ - | \$ 100.00 | |
| Membership Development/Appreciation | \$ 1,071.96 | \$ 1,000.00 | \$ - | \$ - | \$ 1,000.00 | |
| New Member Appreciation/Recognition | \$ - | \$ - | \$ - | \$ - | \$ - | |
| TOTAL Membership Expense | \$ 1,071.96 | \$ 1,100.00 | \$ - | \$ - | \$ 1,100.00 | |
| Misc. Expenses | | | | | | |
| Online Payment Processing Expense | \$ 228.61 | \$ 918.68 | \$ 1.76 | \$ 1.76 | \$ 916.92 | BankCard Fees |
| Oklahoma ATD State Conference | \$ 629.07 | \$ 13,000.00 | \$ 1,000.00 | \$ 1,000.00 | \$ 12,000.00 | 2022 COC ATD Sponsorship |

**Association for Talent Development Tulsa Chapter
Monthly Income and Expense Report - January 2023**

| | | | | | | |
|-----------------------------|--------------------|---------------------|----------------------|----------------------|---------------------|----------------------------|
| Other Special Event Expense | \$ 300.00 | \$ 750.00 | \$ - | \$ - | \$ 750.00 | |
| Insurance | \$ 1,070.24 | \$ 1,200.00 | \$ 50.82 | \$ 50.82 | \$ 1,149.18 | Hartford Monthly Insurance |
| TOTAL Misc Expense | \$ 2,227.92 | \$ 15,868.68 | \$ 1,052.58 | \$ 1,052.58 | \$ 14,816.10 | |
| TOTAL EXPENSES | \$ 8,704.72 | \$ 33,590.12 | \$ 2,777.28 | \$ 2,777.28 | \$ 30,812.84 | |
| OVERALL TOTAL | \$ (498.43) | \$ 434.88 | \$ (1,322.28) | \$ (1,322.28) | \$ 1,757.16 | |

Prepared by Jennifer Roberson, 2022 VP Finance on 2/3/23

February Membership Report

As of 1/31/2023

Members: 81 (+1)

Should be 82. Heather Quintero - working with customer care to find out what happened.

PM: 40 (-4)

Should be 41- 1 PM isn't showing up. Heather Quintero - working with customer care to find out what happened.

PM Overdue: 7

| | | | |
|--|---|-----------------------------|--|
| Booth, Nick 62666147 NFS | Joint/Power Member (ATD National AND Chapter Member) (Individual) Individual | Active December 31, 2022 | ntbooth74136@yahoo.com Subscribed |
| Nightingale, Susan 53165982 Tulsa Technology Center | Joint/Power Member (ATD National AND Chapter Member) (Individual) Individual | Active December 31, 2022 | susan.nightingale@tulsatech.edu Subscribed |
| Norris, David 53602097 FlightSafety Textron Aviation | Joint/Power Member (ATD National AND Chapter Member) (Individual) Individual | Active January 31, 2023 | hatlad@yahoo.com Subscribed |
| Ratliff, Amy 53778061 QuikTrip Corporation | Joint/Power Member (ATD National AND Chapter Member) (Individual) Individual | Active January 31, 2023 | amyratliffspr@yahoo.com Subscribed |
| Tedesucci, Matthew 48811610 TTCU Federal Credit Union | Joint/Power Member (ATD National AND Chapter Member) (Individual) Individual | Active December 31, 2022 | mtesdesucci@ttcu.com Subscribed |
| Ward, Stu 50984416 Simple Tire | Joint/Power Member (ATD National AND Chapter Member) (Individual) Individual | Active January 31, 2023 | thetrainingbrit@gmail.com Subscribed |
| Wheeler, Ann 52920083 Tulsa Technology Center | Joint/Power Member (ATD National AND Chapter Member) (Individual) Individual | Active December 31, 2022 | ann.wheeler@tulsatech.edu Subscribed |

Tulsa ONLY Members: 39 (+5)

One is a test account

Student Members: 2 (0)

Student PM: 0 (0)

%PM=51% (-4%)

New Members as of 1/31/2023: 81 (2 test accounts in records)

Continued on Page 2

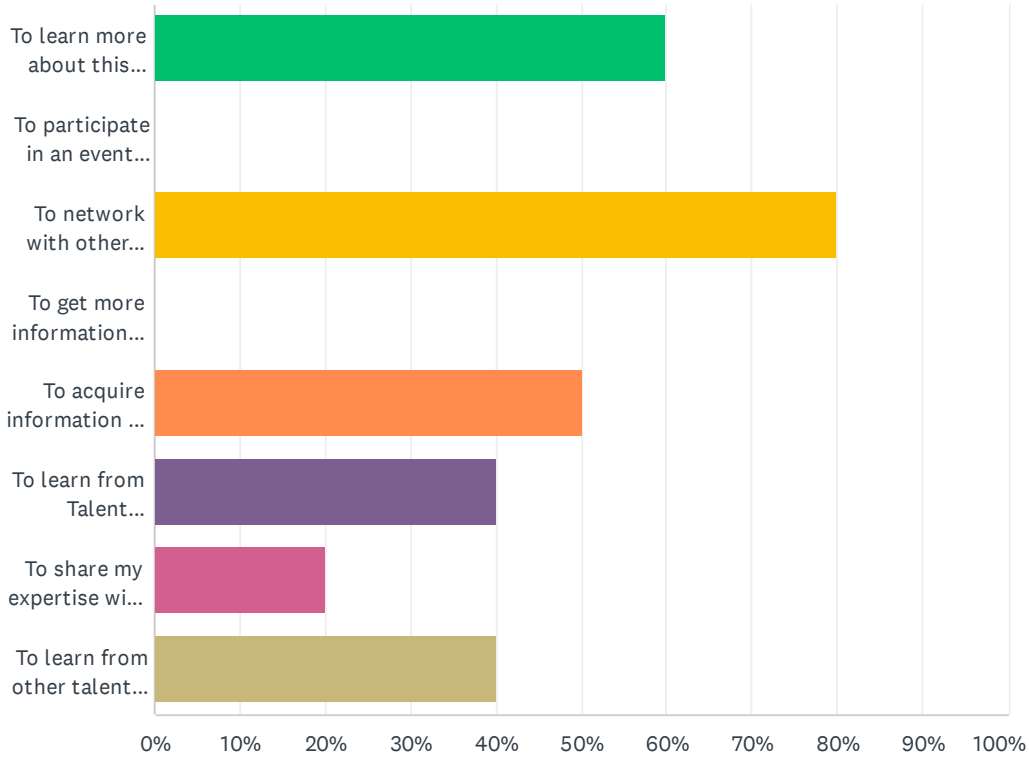
Renewing Members as of 1/31/2023: 8

| | | | | |
|---|--|-----------------------------|---|------------------|
| Hawkins, Megan 68135423 Cytergy | Chapter Member (Chapter Member Only) (Individual) Individual | Active January 31, 2024 | mhawkins@cytergy.com Fully subscribed | |
| Medeck, Chrissy 25784353 BOK Financial | Chapter Member (Chapter Member Only) (Individual) Individual | Active January 12, 2024 | cmedeck@bokf.com Fully subscribed | January 12, 2023 |
| Roberson, Jennifer 36110670 Stinnett & Associates ★ Administrator access granted: Full access | Chapter Member (Chapter Member Only) (Individual) Individual | Active January 31, 2024 | jennifer.roberson@stinnett-associates.com Fully subscribed | January 19, 2023 |
| Taylor, Alaina 55838543 Truity Federal Credit Union | Chapter Member (Chapter Member Only) (Individual) Individual | Active January 31, 2024 | alaina.taylor@truitycu.org Fully subscribed | January 06, 2023 |
| Vaqueiro, Ana 11979351 Matrix Service Company | Chapter Member (Chapter Member Only) (Individual) Individual | Active February 29, 2024 | avaqueiro@matrixservicecompany.com Fully subscribed | January 30, 2023 |
| Whala, Stacey 62932589 Apex Systems | Chapter Member (Chapter Member Only) (Individual) Individual | Active January 19, 2024 | swhala@gmail.com Fully subscribed | January 06, 2023 |
| Wise, Kristin 34309312 Explorer Pipelin | Chapter Member (Chapter Member Only) (Individual) Individual | Active January 31, 2024 | kwise@expl.com Fully subscribed | January 23, 2023 |
| Woodward, Daphne 68029869 Osage Casino | Chapter Member (Chapter Member Only) (Individual) Individual | Active January 31, 2024 | daffalou@gmail.com Fully subscribed | |

|  | Date | Category | Content | Caption | URL (if needed) |
|--|------|--|--|---|---|
| Wednesday | 2/2 | Monthly Program Meeting | 1 day event reminder (to those already registered) | ATD Tulsa February 2023 Professional Development: Gamification for Talent Development: Deconstructing the Psychology of Games to Entice, Engage, and Encourage Learners | https://tdtulsa.org/event-5131898 |
| Sunday | 2/12 | Monthly Program Meeting | 5 day event reminder (to people not yet registered) | ATD Tulsa February 2023 Professional Development: Gamification for Talent Development: Deconstructing the Psychology of Games to Entice, Engage, and Encourage Learners | https://tdtulsa.org/event-5131898 |
| Tuesday | 2/14 | Gamification Certificate Workshop | 3 week event reminder (to people not yet registered) | Level 1 Gamification Surveyor Certification for Talent Development Professionals | https://tdtulsa.org/event-5142587 |
| Monday | 2/27 | Gamification Certificate Workshop | 8 day event reminder (to people not yet registered) | Level 1 Gamification Surveyor Certification for Talent Development Professionals | https://tdtulsa.org/event-5142587 |
| Tuesday | 2/28 | 1 day event reminder (to those already registered) | 1 week event reminder (to those already registered) | Level 1 Gamification Surveyor Certification for Talent Development Professionals | https://tdtulsa.org/event-5142587 |
| Monday | 3/6 | Gamification Certificate Workshop | 1 day event reminder (to those already registered) | Level 1 Gamification Surveyor Certification for Talent Development Professionals | https://tdtulsa.org/event-5142587 |

Q1 Why did you attend this ATD Tulsa Professional Development Program? Check all that apply.

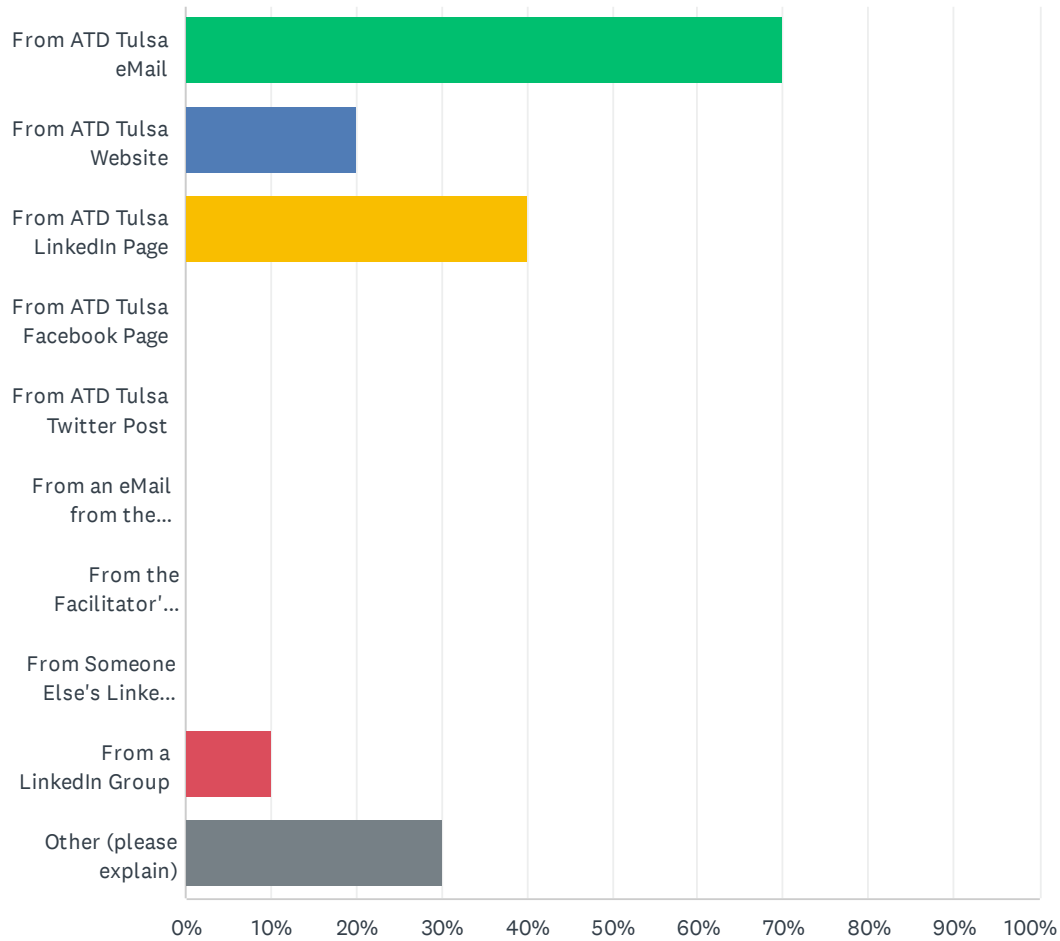
Answered: 10 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|--|-----------|---|
| To learn more about this specific topic. | 60.00% | 6 |
| To participate in an event delivered by this presenter. | 0.00% | 0 |
| To network with other talent management professionals. | 80.00% | 8 |
| To get more information about ATD Tulsa. | 0.00% | 0 |
| To acquire information on developments in the talent management industry. | 50.00% | 5 |
| To learn from Talent Management industry leaders. | 40.00% | 4 |
| To share my expertise with other talent management professionals. | 20.00% | 2 |
| To learn from other talent management professionals attending the program meeting. | 40.00% | 4 |
| Total Respondents: 10 | | |

Q2 How did you hear about this ATD Tulsa Professional Development Program? Check all that apply.

Answered: 10 Skipped: 0

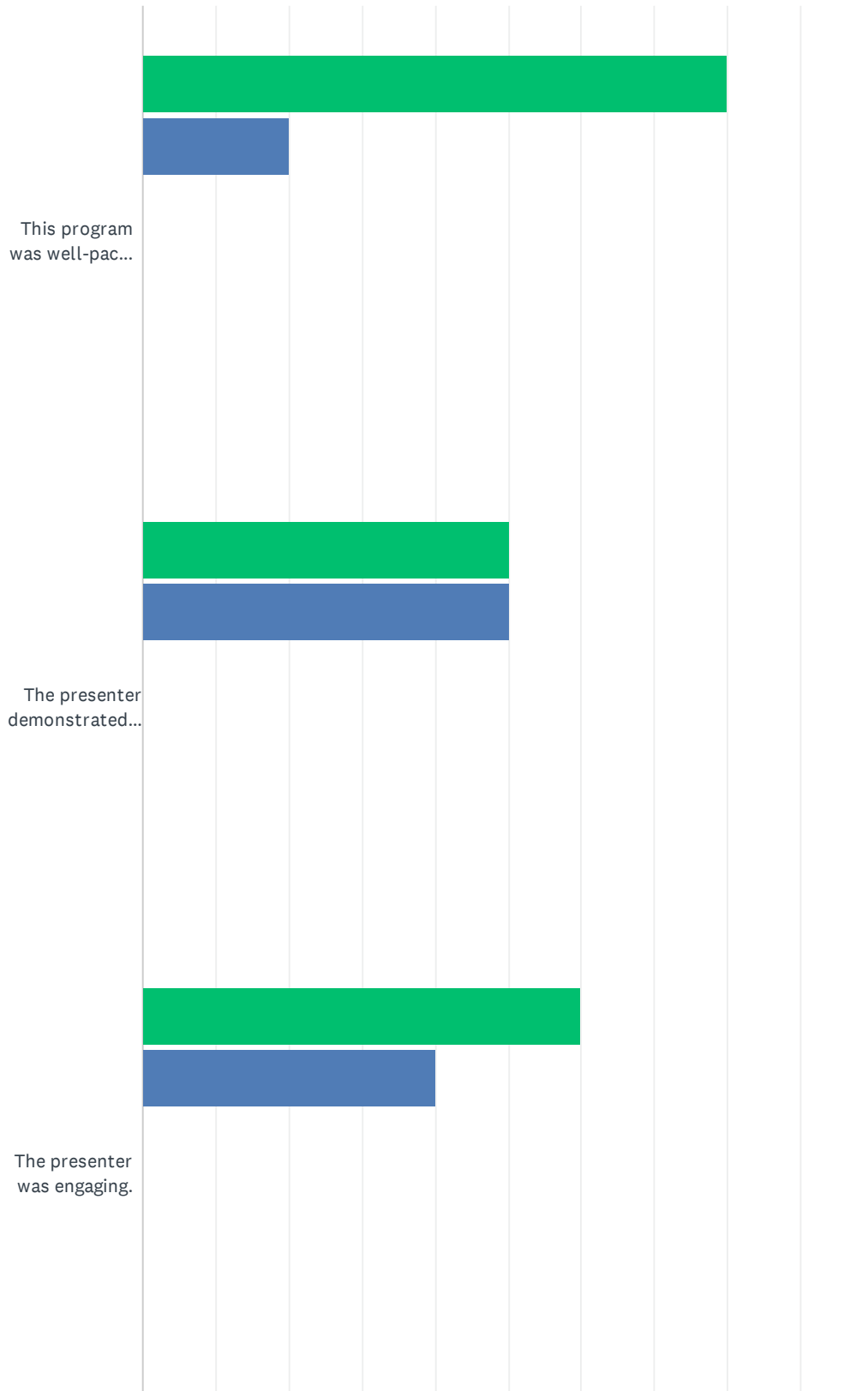


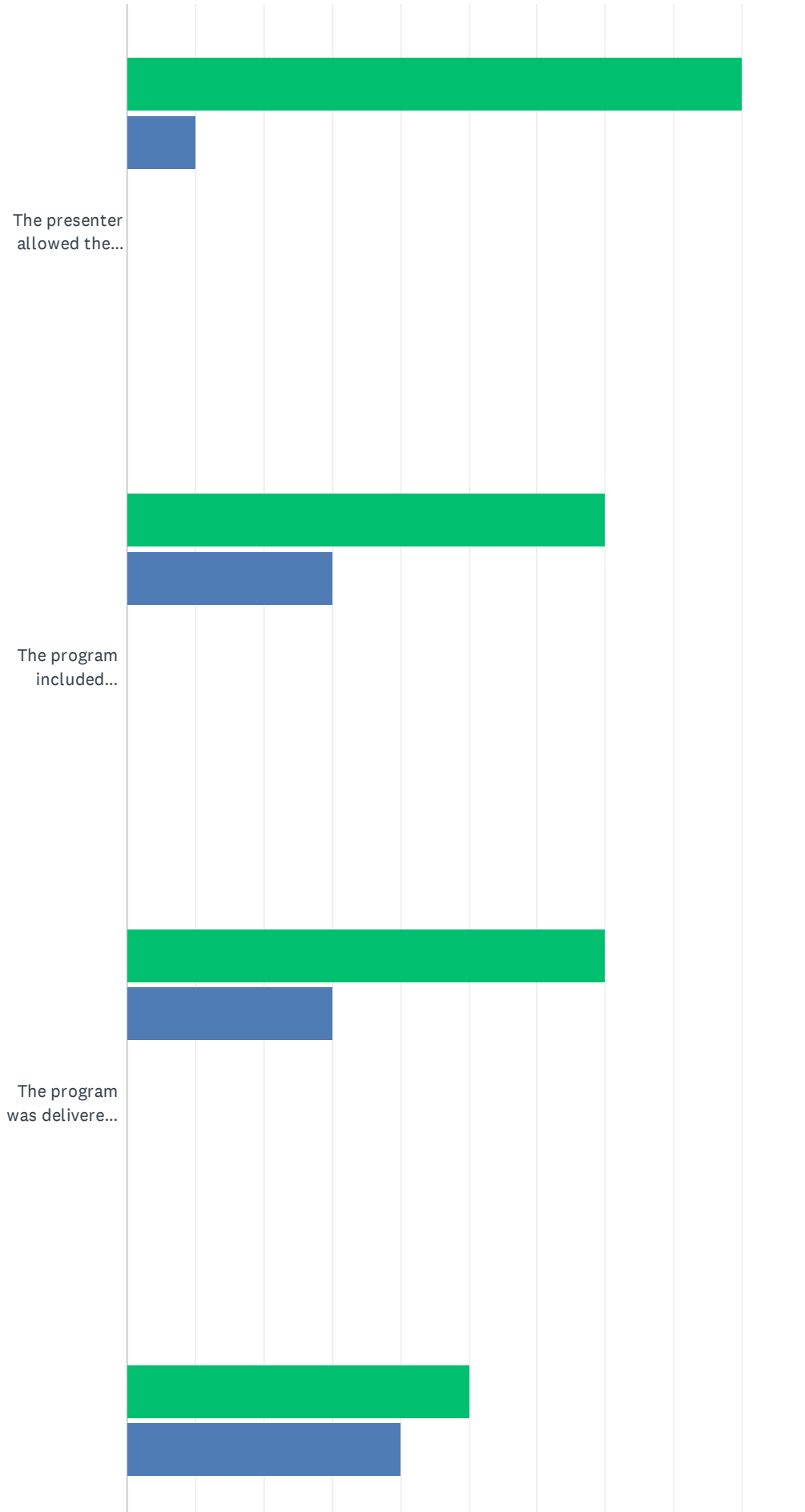
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| ANSWER CHOICES | RESPONSES | |
|--------------------------------------|-----------|---|
| From ATD Tulsa eMail | 70.00% | 7 |
| From ATD Tulsa Website | 20.00% | 2 |
| From ATD Tulsa LinkedIn Page | 40.00% | 4 |
| From ATD Tulsa Facebook Page | 0.00% | 0 |
| From ATD Tulsa Twitter Post | 0.00% | 0 |
| From an eMail from the Facilitator | 0.00% | 0 |
| From the Facilitator's LinkedIn Post | 0.00% | 0 |
| From Someone Else's LinkedIn Post | 0.00% | 0 |
| From a LinkedIn Group | 10.00% | 1 |
| Other (please explain) | 30.00% | 3 |
| Total Respondents: 10 | | |

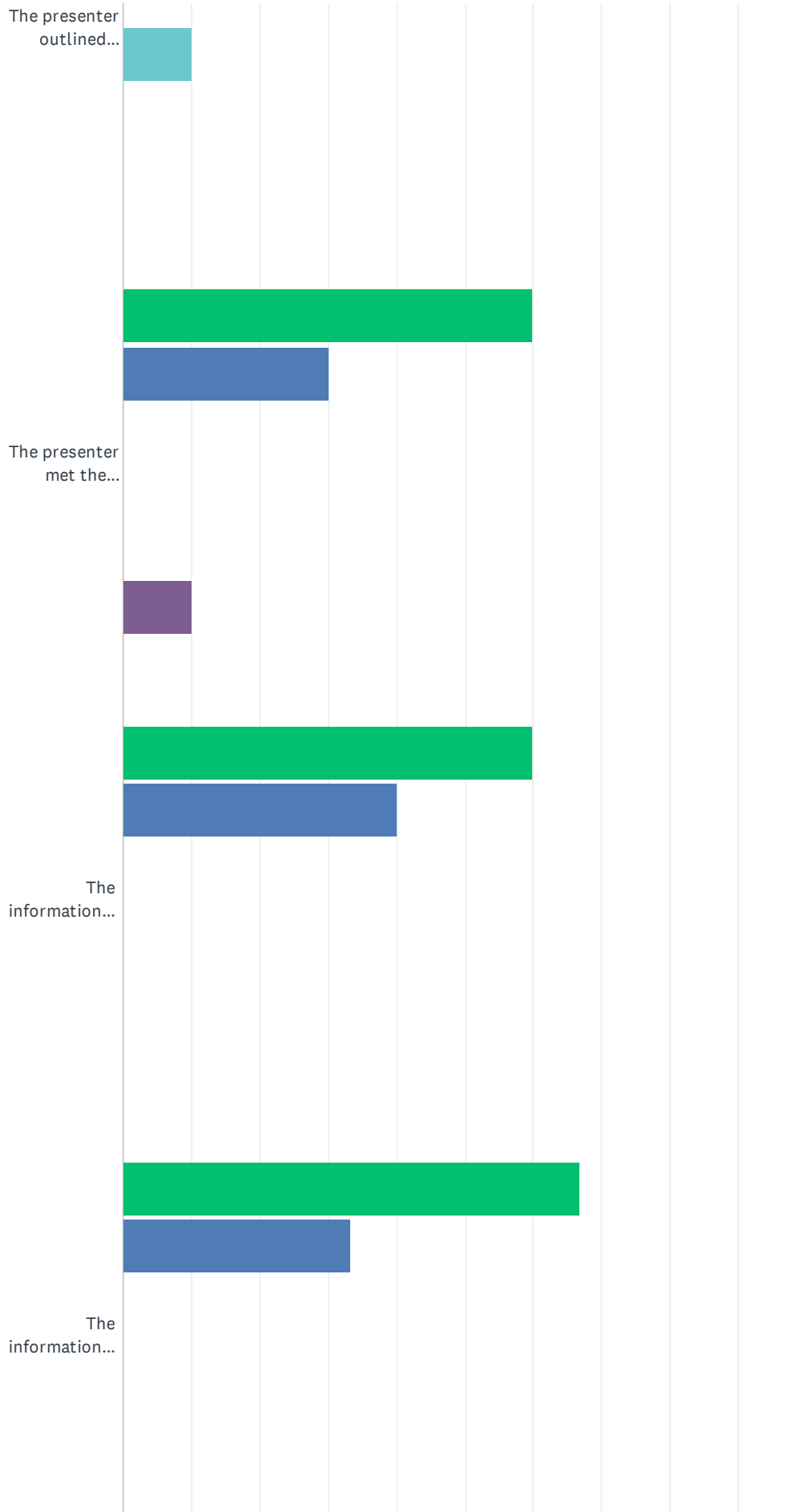
Q3 Please indicate your level of agreement with the following aspects of the presenter(s) and workshop content.

Answered: 10 Skipped: 0

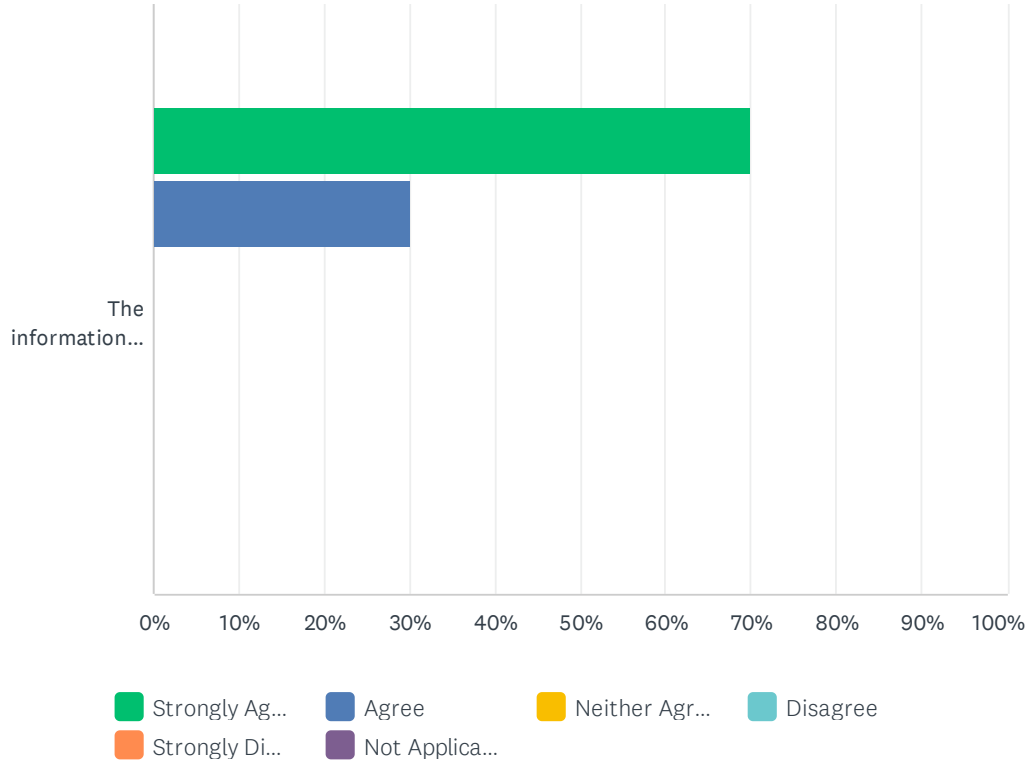




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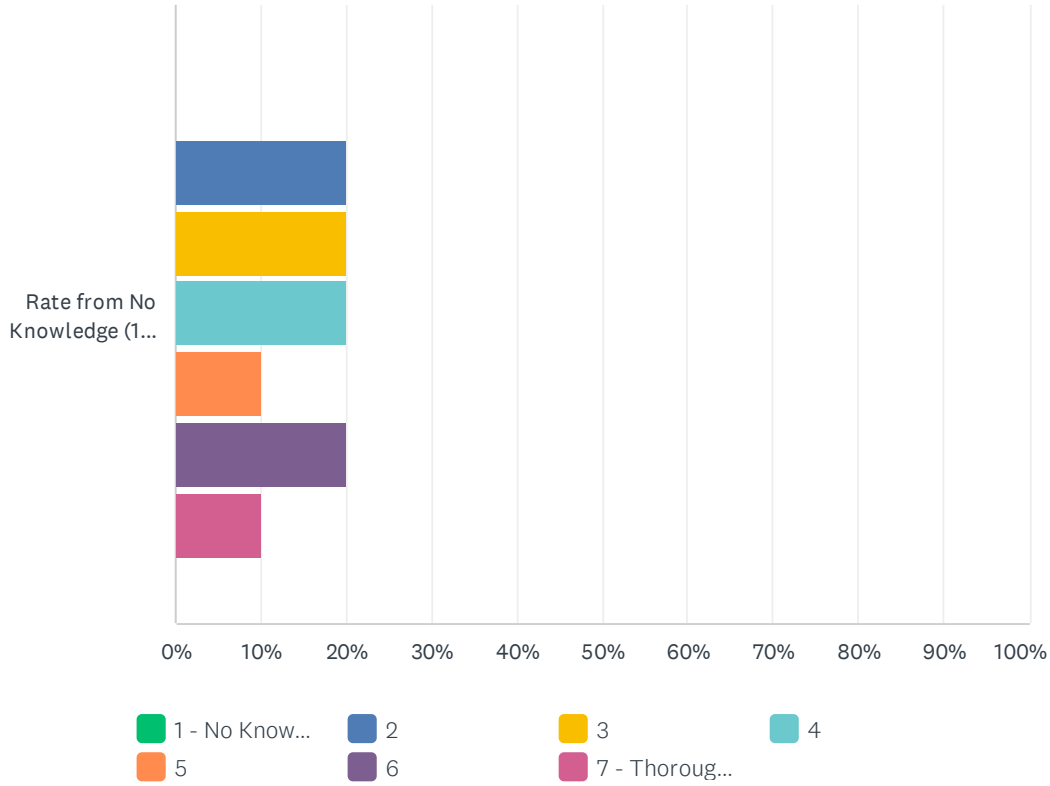


ATD Tulsa - State of the Industry Program-January 2023

| | STRONGLY AGREE | AGREE | NEITHER AGREE NOR DISAGREE | DISAGREE | STRONGLY DISAGREE | NOT APPLICABLE | TOTAL |
|--|----------------|-------------|----------------------------|-------------|-------------------|----------------|-------|
| This program was well-paced and made good use of my time. | 80.00% 8 | 20.00% 2 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 10 |
| The presenter demonstrated subject matter expertise and knowledge. | 50.00% 5 | 50.00% 5 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 10 |
| The presenter was engaging. | 60.00% 6 | 40.00% 4 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 10 |
| The presenter allowed the right amount of time for discussion. | 90.00% 9 | 10.00% 1 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 10 |
| The program included interactive discussion, an activity, or a hands-on learning experience. | 70.00% 7 | 30.00% 3 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 10 |
| The program was delivered as promoted. | 70.00% 7 | 30.00% 3 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 10 |
| The presenter outlined objectives for the session. | 50.00% 5 | 40.00% 4 | 0.00% 0 | 10.00% 1 | 0.00% 0 | 0.00% 0 | 10 |
| The presenter met the objectives as outlined. | 60.00% 6 | 30.00% 3 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 10.00% 1 | 10 |
| The information presented during this program was well organized. | 60.00% 6 | 40.00% 4 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 10 |
| The information presented during this program is useful to my job. | 66.67% 6 | 33.33% 3 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 9 |
| The information presented during this program can be applied to my business. | 70.00% 7 | 30.00% 3 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 10 |

Q4 BEFORE attending this session, how much did you know about the State of the Industry?

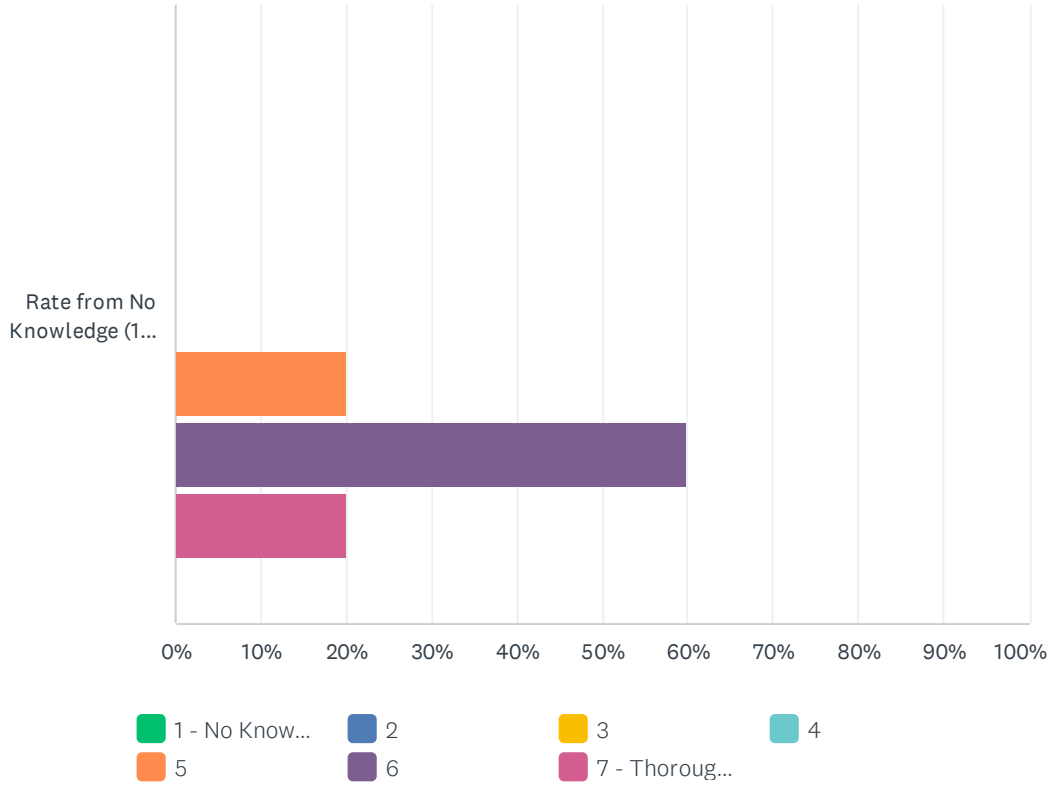
Answered: 10 Skipped: 0



| | 1 - NO KNOWLEDGE | 2 | 3 | 4 | 5 | 6 | 7 - THOROUGH KNOWLEDGE | TOTAL |
|---|------------------|-------------|-------------|-------------|-------------|-------------|------------------------|-------|
| Rate from No Knowledge (1) to Thorough Knowledge (7). | 0.00% 0 | 20.00% 2 | 20.00% 2 | 20.00% 2 | 10.00% 1 | 20.00% 2 | 10.00% 1 | 10 |

Q5 AFTER attending this session, how much do you know about the State of the Industry?

Answered: 10 Skipped: 0



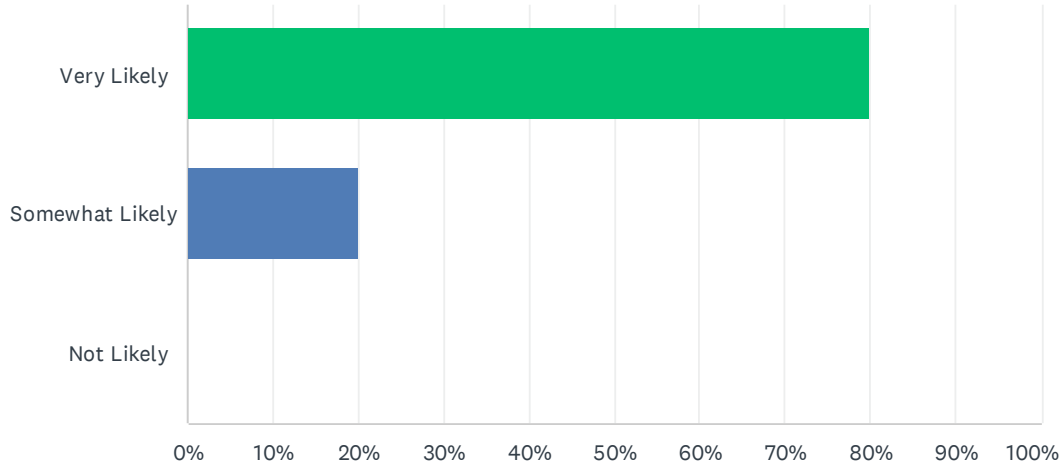
| | 1 - NO KNOWLEDGE | 2 | 3 | 4 | 5 | 6 | 7 - THOROUGH KNOWLEDGE | TOTAL |
|---|------------------|------------|------------|------------|-------------|-------------|------------------------|-------|
| Rate from No Knowledge (1) to Thorough Knowledge (7). | 0.00% 0 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 20.00% 2 | 60.00% 6 | 20.00% 2 | 10 |

Q6 What were your top one or two takeaways from this session?

Answered: 10 Skipped: 0

Q7 How likely are you to recommend this Professional Development program to other Talent Development Professionals or other organizations?

Answered: 10 Skipped: 0

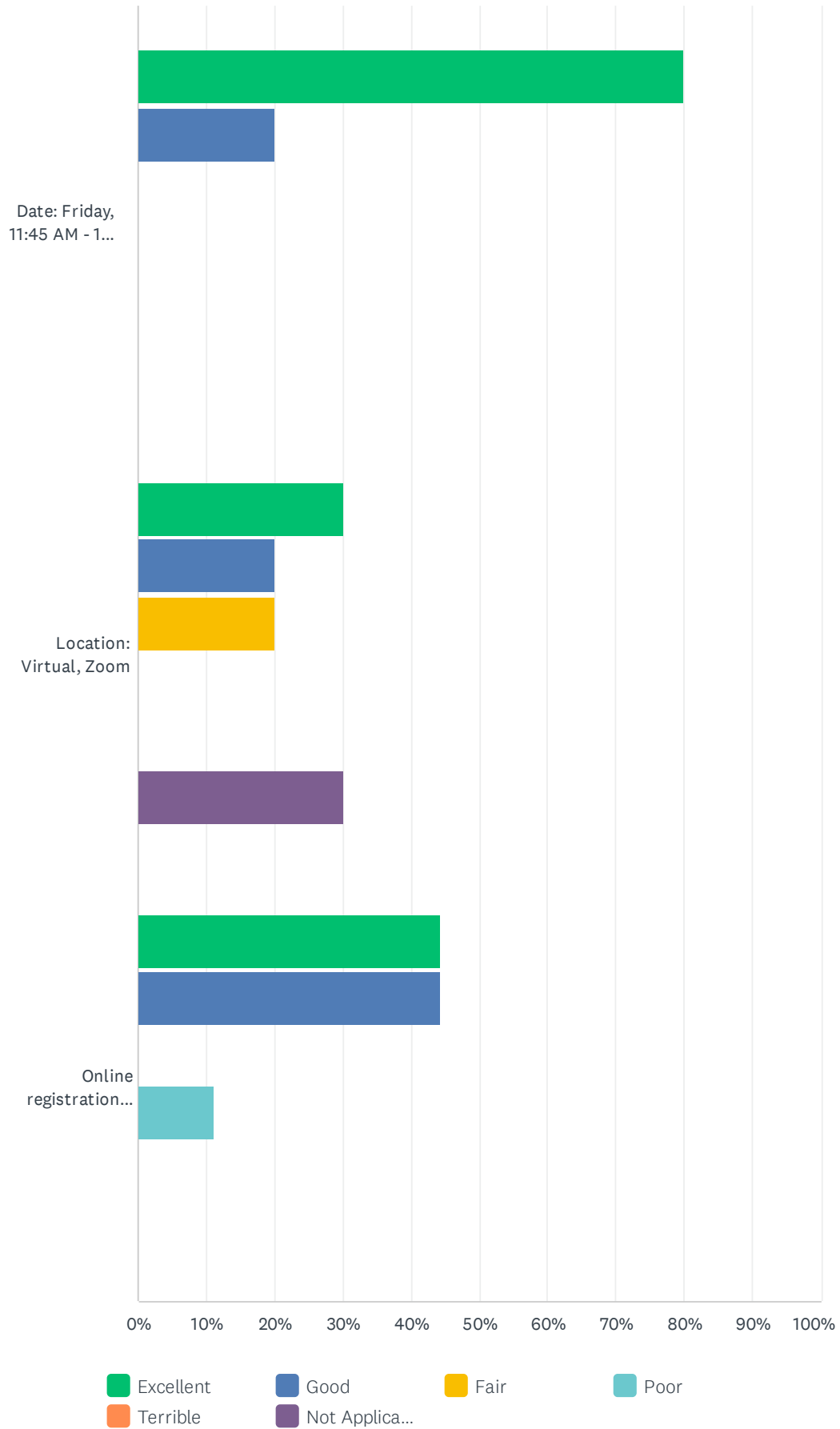


| ANSWER CHOICES | RESPONSES | |
|-----------------|-----------|-----------|
| Very Likely | 80.00% | 8 |
| Somewhat Likely | 20.00% | 2 |
| Not Likely | 0.00% | 0 |
| TOTAL | | 10 |

Q8 Please rate the following aspects of the program as Excellent, Good, Fair, Poor, or Terrible. Or if it does not apply to you, Not Applicable.

Answered: 10 Skipped: 0

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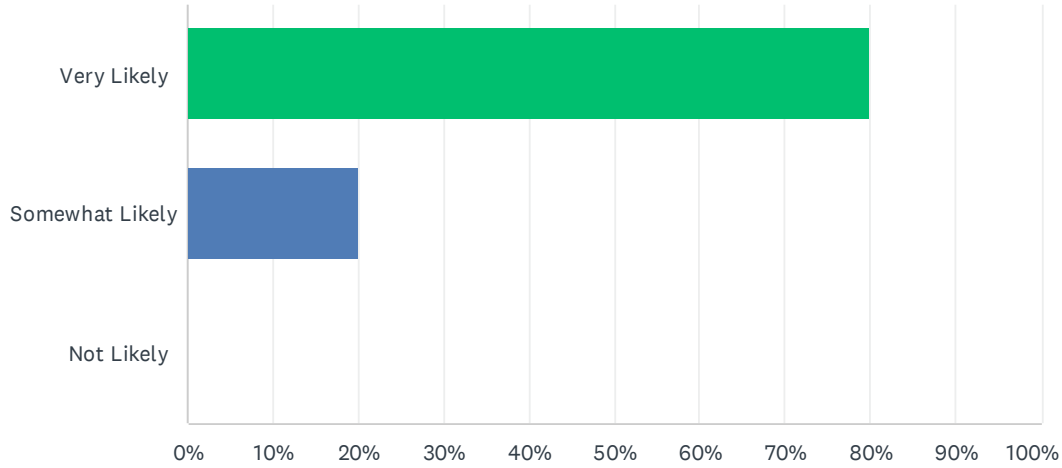


ATD Tulsa - State of the Industry Program-January 2023

| | EXCELLENT | GOOD | FAIR | POOR | TERRIBLE | NOT APPLICABLE | TOTAL |
|----------------------------------|-------------|-------------|-------------|-------------|------------|----------------|-------|
| Date: Friday, 11:45 AM - 1:15 PM | 80.00% 8 | 20.00% 2 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 10 |
| Location: Virtual, Zoom | 30.00% 3 | 20.00% 2 | 20.00% 2 | 0.00% 0 | 0.00% 0 | 30.00% 3 | 10 |
| Online registration process | 44.44% 4 | 44.44% 4 | 0.00% 0 | 11.11% 1 | 0.00% 0 | 0.00% 0 | 9 |

Q9 Based on your experience at this ATD Tulsa Professional Development program meeting, how likely are you to attend another ATD Tulsa Professional Development program?

Answered: 10 Skipped: 0



| ANSWER CHOICES | RESPONSES | |
|-----------------|-----------|-----------|
| Very Likely | 80.00% | 8 |
| Somewhat Likely | 20.00% | 2 |
| Not Likely | 0.00% | 0 |
| TOTAL | | 10 |

Q10 Are there trainers, consultants, speakers, companies, or organizations that you would like to have present at a future ATD Tulsa Professional Development program? If yes, please list them.

Answered: 6 Skipped: 4

Q11 Do you have any questions, comments or concerns? (If you would like for us to respond directly, please include your preferred contact information.)

Answered: 3 Skipped: 7