

ICF Ohio Valley Charter Chapter  
Board Meeting Minutes  
February 8, 2016

Attendees: Kevin Guerrero, Ann Hutton, Angela Greer, Janet Fulton, Meredith Williams, Jeff Nally, and Chris Padgett

Excused: Sandy Hughes, Michelle Naiser

**Note** that this is the first meeting where we are all using the new ZOOM technology. The recording of the call was the basis for these minutes. While slides were shared in the meeting, they were not available for transcription for these minutes.

Minutes: Approved. Jeff moved and Janet seconded.

Treasurer's report: No Questions.

Committee Reports:

1. Membership -- Janet Fulton (interim committee chair)
  - Janet shared the outcomes of interviews with Kevin and Angela with regard to membership engagement and her suggestions for future focus and strategy. This was a terrific effort to describe the vision and put a plan in place.
  - Next Steps:
    - Kevin and Angela will be involved in the Master Mind group along with Janet (instead of Chris) beginning February 11.
    - Janet will proceed in mid-March with the action plan.
2. Marketing -- Jeff Nally
  - The advertising/ mailing will proceed as discussed last meeting and dove-tails well with the Membership engagement plan described by Janet.
  - Meredith will continue to bill her time for this effort and the grant will be used for reimbursement to the chapter.
  - Jeff captured input on marketing ideas in relation to the conference.

Unfinished Business -- Chris Padgett

1. Bylaws: (Jeff Nally)
  - a. The legal language about the designation of our organization -- while clunky -- will remain as it fits the 501-3C6 regulations. Ann suggested putting some quotations around the wording or something to signal that it is official language. Final changes to the bylaws were approved by the board. Ann moved and Kevin seconded. All were asked to vote individually.
  - b. Next Step:
    - i. A communication will be sent to the membership with proposed bylaw changes and a vote message sent to membership 'Yay' or 'Nay'. Jeff will work with Sandy drafting a message to the membership and then work with Meredith to send via Mail Chimp.
2. Mid-West Conference -- discussed previously.
3. Membership Survey -- this was attached to the minutes and all are encouraged to look through it. Outcomes will be included in next month's agenda.

4. 3-2-1 surveys -- will be put on agenda for next meeting for discussion by Janet.

#### Announcements and Acknowledgements

- 2 new members since last meeting bringing the total to 94 members.
- Three new programs have been announced and 2 more are being finalized.
- 3 members of the chapter are volunteering for the ICF Midwest Conference.
- Great job on bylaws, Jeff!
- Terrific planning for membership, Janet (Kevin and Angela)!

Next Meeting: March 14, 2016 @ 9 am.

Meeting adjourned before 10 am -- early!!