

Leadership Team Meeting Minutes– June 13, 2017

Leadership Team members present: Kristen Beireis, Janet Fulton, Sandy Hughes, Michelle Naiser, Jeff Nally, Chris Padgett. Meredith Williams Admin was also present.

Leadership Team Members Absent: Angela Greer, Kevin Guerero, Becky Lingo

1. **From Spring to Summer**

Janet called the meeting to order at 11:02 am.

Spring to Summer Accomplishments as reported by Janet Fulton

- Stellar programs planned by Michelle and it's our biggest revenue stream besides rebates for membership -\$350 earned from programs
- Official 80.88% membership chapter renewal rate. We experience monthly member loss and gains. Generally, we gain between 2-5 members each month. ICF Global staff noted that we used postcards and phone calls for renewal campaign efforts quite effectively.
- Work continues on our special projects of Chapter Impact Acceleration, Pro Bono Coaching, Dropbox system for chapter files to support leadership roles and activities.
- Marketing Grant projects-thanks to Jeff Nally for his engagement and leadership
- MRAC Steering Committee Engagement-thanks to Sandy Hughes for leadership on this project

ICFOV President Walk&Talks

Janet will be showing up in different parts of our Ohio Valley region to support members and will be asking for volunteers and planning help from Leadership Team members.

Summer Zoom gathering (July)

July 13 or July 20 Janet asked for date preference.

2017 Membership Survey

Chapter Impact Acceleration questions would be a sub part of this survey.

Summer Leadership Team meeting schedule

No leadership Team meetings in July & August. Sub-committee and project work will continue as needed through the summer.

2. **Approve May Minutes & Accept Treasurer's Report**

Chris moved to approve the May minutes and to accept the Treasurer's report. Kristen seconded. The motion passed unanimously.

3. **2018 Leadership Team – Nominations & Election Process**

Sandy has agreed to chair the committee and Steve Aidikonis and Michelle Naiser will serve with Sandy on the committee. Janet asked each Leadership Team member to review your job description and give feedback by June 23.

4. **Marketing Grants – Current & New**

2017 Trade Show Grant Update-Jeff Nally

ICF Logo has been submitted and now in place for advertising and promotions for the conference. ICFOV is a sponsor of business tract and on sponsorship row and in the hallway where the top 15 sponsors and 24 exhibitors are located, not in room with all other booths in exhibit hall. Organizers have offered to give as many exhibitor passes as we need in order to get more volunteers at the table. We will receive 2 passes to

the conference-if someone is willing to spend more time at booth; we could offer them the registration pass so they can attend sessions. This is a \$600 value.

Jeff reviewed the conference schedule:

Tuesday, Aug 29	10a-4p	Set Up Booth
Tuesday, Aug 29	5-7p	Welcome reception-no sessions, giveaways
Wednesday, Aug 30	7a-4p	Conference
Wednesday, Aug 30	4p	Tear Down Booth

Jeff reported that a ICF Global representative will be with us the entire time and he is working on the volunteer grid and wants to send out emails to members regarding volunteer slots that are open.

2018 Trade Show Grant Update

The ICF 2018 Trade Show Grant has just been posted. We have the opportunity to apply again and build on ideas generated last year by the committee that researched regional trade show opportunities for our chapter geography. Jeff asked for ideas for other parts of our region that we could target this grant for. Ideas generated were:

- Focus on small business conference; health related conference sector or industry. We want to bring coaching to another part of region we serve besides Louisville.
- Move to another sector besides HR.
- Think about possibly doing more than just one sponsorship for a conference
- Consider southern Ohio as target market. Greater Cincinnati ATV conference called “The Day of Learning” might be a possibility.

5. Membership Engagement – Campaign & Beyond

Kristen gave a brief Membership Renewal update, still making calls and asking for folks to report results back to Kristen. Meredith will report to Kristen who renewed based on postcard, within one week of receiving card. We will continue with summer connection via email: emails about conference, support recruitment for new Board

6. ICFOV Strategic Planning – Where are we and where do we want to go?

Sandy asked for reasons and benefits of a strategic plan:

Set a focus, set a goal
Set direction and path
Have fun

Sandy asked for a few volunteers to use a template to create a strategic growth plan, work on over the summer, make it fun and present the groundwork at the chapter advance. Kristen volunteered to assist Sandy with the template and Jeff offered to review once it is complete. Sandy asked for preferences on Chapter Advance dates-end of August, beginning of September. Sandy to send entire Team template and wrap up conversation surrounding Strategic Growth Plan

7. Other Updates

Membership Survey

Janet wants to draft and send out by end of the month with 3-5 questions related to Chapter Impact Acceleration Project.

The meeting was adjourned at 12:01 pm.

Respectfully submitted by Meredith Williams, Admin

Advancing the Art and Science of Professional Coaching in Kentucky, southern Ohio, southern Indiana, and West Virginia

Our community exists to:

1. Connect prospective clients to highly qualified coaches in the chapter
2. Raising awareness and educating the community about professional coaching, the ICF, our chapter and our members
3. Providing a forum for members to network and collaborate
4. Offering exceptional learning and development opportunities for members to grow as coaches and increase business success