

**ICF Ohio Valley Chapter
Board Meeting January 11, 2016**

Attendees: Chris Padgett, Janet Fulton, Jeff Nally, Michelle Naiser, Meredith Williams, Kevin Guerrero, Angela Greer, Sandy Hughes

Absent: Ann Huttner

Call to Order

- Chris began the meeting on time and expressed his goal to lead our meetings in a manner having a hard stop at 10 am. To meet this goal, members are requested to arrive on the call a few minutes prior so that we can get started right away at 9 am.
- All attendees except Michelle have read and agreed with the ICF Chapter Leader Ethical Guidelines. Michelle will do that immediately following the meeting and if she has concerns will contact Chris.
- Minutes from November were approved: Michelle moved, Janet seconded.

Committee Reports

Finance -

- The group agreed that on a monthly basis only the current 2016 Detail spreadsheet is necessary to be shared with the group. Sandy said that the treasurer's report need only be formally board approved when changes are proposed and decisions made by the group.

	2016	2015
	BUDGET	ACTUAL
Republic Bank Balance - General	\$6,538.71	\$4,869.71
Republic Bank Balance Reserve	\$2,500.00	\$2,075.43

Programming -

- Michelle and the team are creating a membership survey that will be executed in January, with results ideally shared in the February board meeting. Gift Cards will be provided as incentives to completing the survey.
- We have 5 presenters confirmed and 2 strong possibilities for speakers during the year toward our goal of fostering the art and science of coaching. This program slate will be posted on the website calendar as well as promoted in social media.

Marketing -

- Jeff confirmed that the ICF Marketing grant is good through April 2016. We will use it for marketing efforts to get ICF members to align with ICF OV featuring the planned programming. We will also pay for Facebook and Google ads to boost/promote our ICF OV page to targeted folks based on key words.
- Our Marketing approach will be 2-prongs toward our chapter vision: Promoting who we are as a chapter to get more members, and Promoting coaching as a profession and businesses

Membership -

- Chris reported we are still recruiting for a VP Membership. Most important is that we get the right person, and secondly someone who geographically come from Ohio or West Virginia. In the meantime, Janet will temporarily fill the role. (Thank you Janet!) Chris asked Kevin and Angela to help Janet in the renewal campaign now until April.

Unfinished Business

- Bylaws revisions were reviewed with a couple edits. A vote by the board to accept them will be in February. Jeff will share the final version for vote prior to that meeting. Once the board has approved the bylaws, they will be submitted to membership for vote in March.
- Global Leadership Forum (GLF) 2016 is March. The Chapter president is paid for by ICF global; Jeff moved that our chapter pay for the conference fee (\$525) of the president-elect. Sandy seconded and the group approved it. Janet will personally pay for her travel expenses.

New Business -

One hundred chapters are currently using the Zoom webinar software for which ICF has received a global discount. It has features to conduct polling, survey at the end of the webinar, and would help us to present very professional webinars. Presenters enjoy working in the Zoom format. We would have unlimited use of the software over the course of 13 months for the annual total cost of \$494.91. Thoughts of the group were that we could potentially use it for our committee or board meetings, and perhaps offer it to members for their use. (Each of these opportunities will require more exploration). For a geographically challenged chapter, this tool could really help us to better connect our membership. Sandy moved that we approve to buy; Michelle seconded. The budget will be modified to reflect this expense as a budget line item for 2016. We will determine at the end of the year whether to continue.

Closing

Chris asked each board member to review the calendar of meetings for 2016. We corrected the schedule to reflect February 8 as the date for the next meeting. Generally the meetings are the second Monday of every month at 9 am, skipping July and August.

Meeting was adjourned at 10:07 am.