



Board Meeting Minutes

Friday, March 11, 2005
9 am

Metro DC Chapter

ICFmetroDC.com

Board of Directors

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Past President

Bill Pullen
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The meeting was called to order at 9:00 am. The meeting was held via conference call.

In attendance:

President:	Marshall Brown
Vice President:	Pris Nelson
Secretary:	Jon Hockman
Prof Development:	Susan Braverman
Community:	Dianne Rankin
Membership:	Annette Hurley
At Large:	Ed Modell

I. Community Outreach

Nothing new to report.

Will develop a flyer on the Training Futures program before the conference.

II. Approval of Minutes

Moved and seconded to approve the February, 2005 meeting minutes as presented.

Pass, unanimously

III. Leadership

Marshall and Pris met with Bill during the past month to discuss their leadership and collaboration. The two will continue to work on the role of the vice president and best ways to collaborate. Bill will continue to support them in their weekly conversations.

IV. Membership

28 new members since the beginning of the year. They will each get a welcome email from Annette and invite them to get involved this year.

Request was made to have someone from the Membership Committee to attend chapter meetings and serve as 'greeters'.

Will do a welcome letter now to send to all 28 new members. In the meantime the Membership crew will determine what will be sent in the future.

V. Buddy System

Emails sent to 60 folks asking them to make calls on behalf of the chapter. 15 have responded with offers of support so far. Will initially focus on the 5 volunteers in Virginia since the April meeting is in VA.

Will continue to evolve program over the year. Have more than 200 inactive members to be contacted, so plenty of work ahead.

Ed will make an announcement about this program during the March 15 chapter meeting.

VI. Conference Update

Iana Van Zandt (host of Starting Over) will be the opening keynote.

RFP process is underway and as of now there are 9 submissions. Other chapter leaders have been contacted to make their chapters aware of the conference.

Vendor display table being organized as well.

VII. Finance Update

Brad's reports reviewed and accepted

VIII. Chapter Leadership

Pris has become involved in ICF leadership calls.

BIG NEWS: ICF is working toward a mid 2006 chapter reimbursement of \$25 only for those chapter members who are ICF credentialed. This is a work in progress for ICF and we will pay continued attention. In the meantime, ICF is encouraging chapter leaders to pursue their credentials.

Agreed to do a chapter program on the advantages of being certified.

Pris will continue to research how our chapter can be more involved in this transition and bring that information back to this Board. It was agreed that subsequent conversations will need to take place as to how this change is managed.

We need better data on who in our chapter is ICF certified. Will investigate how we can get that data.

IX. Professional Development

Susan looking for a speaker on appreciative inquiry. Jon will send her contact info for a local source.

Dianne will make an announcement at a CBODN meeting about calling for programs.

We will revisit at a later date the question of paying travel fees for out of state presenters.

It was moved and seconded to give a gift certificate of \$30 to each speaker at chapter functions.

Passed, unanimously

Marshall will purchase 6 Barnes & Noble gift cards and hand over to Susan at the March 15 meeting.

X. Board Attendance at Meetings

Marshall requested that all Board members attend as many chapter functions as possible. In addition it would be helpful if Board members would "work the room" to represent the chapter.

XI. Website

It was agreed to stick with PayPal for now. It was requested that Jon do further research to determine the specific cost associated with changing to a Visa/MasterCard option.

We will revisit the idea of a shopping cart on the website when we have further conversations about chapter revenue generation.

XII. Communications

Jon really will follow up on finding a software package to use for chapter newsletters.

In addition, the chapter will begin to send the newsletter on a weekly basis.

XIII. Certification Update

Board members agreed to support each other in getting ICF certified. Once we are credentialed we can then better help support our members working toward certification.

XV. Next Meeting

Next meeting date is CHANGED to Friday, April 15, 2005 at 9 am. We will meet via conference call (instead of in person).

The meeting was adjourned at 10:40 am.