



Board Meeting Minutes February 9, 2010

Monthly meetings regularly scheduled for 4-6 p.m. at Denver Water

Meeting called to order at 4:08 p.m.

Present: President Laura McGee; Chairman of the Board Mollie Taggart; Secretary Holly Geist; Treasurer Emily Bone; Directors Chris Ames, Bill Bradford, Genny Garrett, Linda Hughes, and Ebbie Moody

Absent: President Elect John Chapman; Vice President Tyler Selle; Director Mimi Dionne

1) Approval of Prior Meeting Minutes

Ebbie motioned to accept the January 12, 2010 minutes; Linda seconded; approved unanimously.

2) Chapter Records

Chris and Ebbie are coordinating to fix the Chapter records. They expect to finish the project by the June Business Meeting. There is a slight complication that the President Elect who should coordinate this effort resigned. The ladies will develop an official committee, and they will write up purging, inventory, etc. procedures. Currently many of the boxes are not at Cornerstone storage, either checked out to individuals (ex. Ebbie has Budget records) or to Holly for the History Committee.

3) President Elect Position

John Chapman resigned as PE. According to the Chapter Bylaws the Vice President is next in line to fill the void. It was decided that the President Elect position could be vacant until the end of the term. Laura spoke with Tyler who agreed to take over as President starting in July. If no other volunteer comes forward, Ebbie will finish out Tyler's VP term starting in July.

4) Directors' Reports

a) Communications: Chris Ames

Chris will send out an email 02/10/2010, with information on the workshop/meeting, Disney volunteer deal, Spring Seminar, and History Committee recruitment.

The latest surveys suggested people had concerns about the business portion of the monthly meeting taking too long. After a discussion regarding the amount of time we actually use, the inclusion last month of a demonstration regarding the Charity Challenge and the fact that attendees are arriving very early and perhaps skewing their perception of meetings running on time, the Board decided to remind people that the meeting is scheduled to start at noon and that we are still on time if it begins at noon. Additionally, we will stay strictly to fifteen minutes of business, and perhaps start running passive advertising (ex. next meeting information) on the screens while people are eating.



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- b) **Budget:** Ebbie Moody
Report on SharePoint; Ebbie also provided a comparison by month of finances over the last four program years.
The Chapter is currently in the black for the month.
Ebbie looked through the budget and found that there is money to be rearranged and used for the History Committee.
- c) **Education:** Linda Hughes
Spring Seminar Committee:
The committee unfortunately just ran into an issue with one of the speakers: Fred Pulzello had another engagement he could not get out of, so he had to cancel with MHD. The committee is now looking for a replacement to discuss GARP. Sheri Nystedt might be able to fill in, and Bill suggested talking with the person doing a similar presentation for Northern Colorado Chapter ARMA in April. The brochure is on hold while they work through the speaker issue.
Mollie has sponsors for the silent auction, tables, flyers, break, goodie bags, and handouts.
- d) **Programs:** Mimi Dionne
No Report - absent
- e) **Membership:** Bill Bradford
Two new MHD Chapter members signed up this month.
Bill is working on pins, and there was some talk of doing a forty year pin for Chuck Schiell, the only charter member who still belongs to MHD.
- f) **Administration:** Genny Garrett
There are currently 35 people registered for the February workshop, 32 for the meeting, and four that did not distinguish which session they wanted to attend.
- 5) **President's Report:** Laura McGee
- a. **February Meeting – Board Position Presentation**
Holly will discuss the Secretary position, which will also allow her to brief attendants about and solicit volunteers for the new History Committee.
 - b. **Survey Feedback**
Already covered under Communications report.
 - c. **Alternative Meeting Space – Improve Group**
Improve Group offered the use of their conference room, which could be used by the Board or for various committee meetings, such as the Spring Seminar Committee. Laura and Linda will go look at the actual facility and report back to the Board.



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6) **Chairman's Report:** Mollie Taggart

a. Revised Board Position Descriptions

Board members reviewed their position descriptions for accuracy, Mollie made changes as needed, and Holly formatted the new documents. The descriptions are posted on SharePoint.

Mollie motioned to accept the new position descriptions; Bill seconded; approved unanimously.

b. Chapter Leader of the Year Award

Pursuant to the Board decision in January, Mollie changed the award to remove any money and make it a recognition award only. The award document is posted on SharePoint.

Ebbie motioned to accept the changes to the award; Linda seconded; approved unanimously.

c. Chapter Twitter and Facebook Accounts

The Board discussed the merits of having these social networking sites for MHD. There was concern about how many people would use them and who would be responsible for the sites, and the Board suspects it is not worth the effort. We decided to get feedback from members, so as part of the Spring Seminar Survey there will be questions regarding creating/updating these sites and who among the membership will volunteer to help.

d. Upcoming Networking Event

The next networking event will be 05/05/2010. The meeting will either take place centrally or up north: likely either the Aquarium in Denver or C.B. & Potts on 120th in Westminster.

e. Chapter Leader of the Year Award Criteria

Mollie based the criteria on those developed by the scholarship committee, with weighted matrix of requirements, such as attendance at board meetings. The document is posted on SharePoint.

7) **President Elect's Report:** John Chapman

No Report - absent

8) **Vice President's Report:** Tyler Selle

No Report - absent due to illness

Tyler told Laura that the next buffet will be Mexican food.

9) **Secretary's Report:** Holly Geist



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Holly created a History Committee using the people who volunteered to celebrate MHD Chapter turning 40 on April 7. The committee met on 02/02/2010 and decided on a theme of Ruby Jubilee, as the ruby is the traditional present/gem for a 40th anniversary. This will play out mostly as a color theme. Much of the committee plans are for the Spring Seminar, such as suggesting red velvet cupcake/cake for afternoon break, creating displays of decade highlights, running captioned photographs as a slideshow during breaks and lunch, and perhaps having a history discussion table. Whatever display material the committee develops will then also be used at the May and June meetings.

The committee may use around \$200 for the committee, which can all be taken from other areas on the existing budget. The costs of this celebration should be minimal.

The next committee meeting will take place at Denver Water on Tuesday, February 23, 2010. The group will go through the Chapter's historical records to develop the displays, slideshow, etc.

- 10) **Treasurer's Report:** Emily Bone
Report on SharePoint
The hotel is still about one month behind in charging us for meetings.
- 11) **Old business**
None
- 12) **New business**
None

Meeting adjourned at 5:20 p.m.

NEXT MEETING: March 9, 2010