

Minutes

Technology and Innovative Solutions Board Meeting

Jan 20, 2017 – 1:00PM AST

Location: via CCPA teleconferencing with VSee

Minutes prepared by Sherry Law

Present

- Dan Mitchell (President)
- Sherry Law (President Elect)
- Shawn Smith (Director)

Regrets

- Constance Lynn Hummel (Director)
- Linda Rombough (Secretary)
- Michel Turcotte (Liaison to National Board)
- Lawrence Murphy (Director)
- Dawn Schell (Treasurer)

1. President Opened Meeting

2. Approval of Minutes

Agenda Notes	<ul style="list-style-type: none">• 2016.11.29 Minutes approved.
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3. Additional Agenda Items Today?

Agenda Notes	<ul style="list-style-type: none">• N/A
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4. Main Topics for Discussion

President's remarks	<ul style="list-style-type: none">• Succession. It's enormously important. Most other chapters have difficulty holding onto board members. Board members are encouraged to consider doing some mentorship Look over our <i>encrypted</i> member's list (xtisc) for potential successors. Each board member is encouraged to contact at least one person from the list. (Ties into upcoming survey – see below.)
Guidelines Project	<ul style="list-style-type: none">• Linda and Dawn's references were stunningly amazing. The Guideline's have had 1 official meeting to maintain and

	<p>update the process. Linda plans to provide Gantt charts, timelines, and costs for the board. Linda and Dawn will both be on leave from the Board for the duration of the project.</p> <ul style="list-style-type: none"> • Due to the leaves of absence, committee restructuring may be necessary on the Board • One of the first Project actions taken will be a survey. Perhaps each board member can call some members to create engagement, connection, and integrate some survey questions in the conversation. This will also tie into succession. 2 calls per person? • Could we offer swag for completing a survey? • Linda will be providing updates for the board
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5. Committee Reports

Financial report	<ul style="list-style-type: none"> • Dan is now the interim treasurer due to Dawn's leave of absence. • Subsidies for conference?
Ethics report	<ul style="list-style-type: none"> • Will Lawrence take on a role as proof reader for the guidelines' project. Dan will request.
Member relations report	<ul style="list-style-type: none"> • Newsletter underway • Selling swag at the conference? Would this give us a return? Shawn will bring up some prices to the next meeting for discussion.
Public relations report	<ul style="list-style-type: none"> • No updates at this point
Web development report	<ul style="list-style-type: none"> • Grammarly: word editing program that can change setting with different templates. Shawn may review this product for the newsletter. • Concerns over message to members and how to engage them on Twitter. The Guidelines project may be a helpful start because it is a manifestation of our mandate. The goal of our Twitter would be to connect with our membership and build a sense of community for one another. Which members use which social media platform. Perhaps we can create a survey? Should we have a survey provided at time of sign up to membership? Constance might be able to help Shawn with this topic? • We may be able to move into Office 365 from Wiggio. There are pros and cons with this platform. This platform may help with member engagement.

7.Meeting Adjournment

- Jan 20, 2017, 1:52PM

8.Next Meeting

- Feb 17th, 2017, 1pm AST
- Teleconference: [1.800.509.6344](tel:18005096344) Code: 6353295