

Chapter Executive Committee

July 18, 2023

12:00 WebEx

Attendance: Aaron Libbert, Bob Snyder, Mark Runyan, Tracy Farris, Jamie Pine, Rachel Hogrefe, Vandee DeVore, Whitney Pickerell, Sara Hagenhoff

President/Past President

President called the meeting to order.

The Board discussed the Policies and Procedures, Bylaws, and Chapter Plans for 2023-2024.

Motions to approve the following Chapter Plans were made seconded, and approved: Administration; Professional Certification; Membership; Community Service; Communication; and Education. Rachel volunteered to serve as the Community Services Director. Vandee will update the website and Aaron will notify National.

The Board discussed changes to the policies/procedures around study guide deposits, Member of the Year criteria/tracking, and the scholarship application. Tracy will send draft documents with proposed changes so Board members can review and approve by the end of the month.

Tracy and Aaron reviewed the budget. A motion to approve the budget was made, seconded, and approved.

Aaron shared that there will be a 2-day PDT on September 14-15, 2023. A location has been secured but we still need speakers. Aaron will set up separate call to discuss speakers, logistics, etc.

The board discussed the June meeting minutes. A motion to approve the minutes was made, seconded, and approved.

Secretary

No update.

Treasurer

Tracy went over the June 2023 financial statements. A motion to approve the statements was made, seconded, and approved.

NCC Representative

No update.

Communications

Vandee discussed using a new format for the newsletter and proposed including information from different Board members/positions each time. She will create one quarterly for now and evaluate

the frequency later. We also discussed different recipient groups and who should be included when newsletters are sent.

CGFM

No update.

Education

Mark will work on ordering five webinars for the year. The plan is to have an event each month except June.

Membership

Rachel reported that National shows that we currently have 141 members. Our records indicate we have 126. Rachel will work on reconciling the counts.

Community Service

No update.

President-Elect

No update.

Accountability

No update.

Announcements

A motion to adjourn was made, seconded, and approved.