

# Sacramento ATD Board Meeting Minutes

Video conference via Zoom:  
<https://zoom.us/j/740800340>

January 29, 2019  
5:30 p.m. – 7:00 p.m.

## Attendees:

Sarah Crawford, TS Hamilton, Rosalind Sago, Kim Geil, Wendy Brodnick, Katherine Adraktas, Todd Greider, Erin Castleberry

## Agenda:

5:36 p.m. – Meeting called to order (Sarah)

5:37 p.m – President’s Update (Sarah)

- Format tonight – need to address the budget and survey results so other updates will likely be shorter.
- CARE packet submitted – thank you to all!
- Todd and Sarah will be working on annual update to the membership using some of the data from the CARE packet.
- Chapter Leaders onboarding webcast at 2/5 at 11am – encourage new Board members to attend if possible.
- Exploring getting some kind of group together from our contingent for a May ATD event – some interest has been out there.
- Connected with Bryan Jones from eLearning Art on potential speaker/sponsorship opportunities – will connect him with Roz and TS.
- Todd has a potential speaker/sponsor and will forward the info to TS.
- Sarah to connect with Hartford to review policies and coverage by the end of February.

5:49 p.m. – Vote to Approve Board Meeting Minutes (Board)

- December minutes – Sarah sent some edits via email; need to add names of all current Board members (including new); need to add language about removing Allison as signatory on Wells Fargo accounts; with these revisions, Kim motions to approve; 2<sup>nd</sup> by Wendy; no further discussion; no dissenters; all in favor – motion passed.

5:54 p.m. – 2019 Budget Presentation (Kim)

- Kim presented 2019 budget; budget shows a deficit if everything is status quo.
- Todd to review costs for web service/hosting for accuracy.
- Decided to remove web design costs from budget and re-evaluate in July.
- Discussion on ALC – identified as a potential reduction area if needed depending on how the year goes.
- Discussion on Pop-Up/GIG costs – revised by removing marketing costs and adding \$15 to food costs.

- Need to research WA payment processor vs other options (PayPal, Square, etc.).
- Decided to revise speaker fees for COLA to \$800 for travel only, no speaker fee budgeted.
- Discussion on sponsorship levels – Todd to follow up with TS (TS had to leave meeting early).
- Discussion on reserve balance and ability to cover deficit with reserves.
- Kim will make some final changes and email budget out ASAP for final review and an email vote scheduled for 2/4.

6:58 p.m. – Closing (Sarah)

- Please review all of the other updates that were posted on Trello.
- Discussion on a request from the March event speaker for pre-payment of a portion of her fees. Programs will route the proposal to the Board for review and approval.

7:06 p.m. – Adjourned

Notes/Action Items:

- Connect eLearning Art with Roz/TS (Sarah)
- Send potential speaker/sponsor to TS (Todd)
- Review web service/hosting costs for budget (Todd)
- Follow-up with TS on sponsorship levels (Todd)
- Send 2019 budget out for approval (Kim/Sarah)
- Review Board update reports on Trello (Board)
- Route speaker pre-payment proposal to Board (Roz)