

APMP Pacific Northwest BoD Meeting Minutes April 14, 2017

1. Call to Order
2. Roll Call. BoD Members present:

Position	Name	Present (Y/N)
Co-Chair	Candice Ott	Y
Vice Chair	Edgardo Berrios	Y
Treasurer	Ed Feeley	Y
Membership	Lauren Deluca	Y
Communication	Leigh Ann Newman	Y
	Meg Whitehouse	Y
Marketing Manager	Debbie Crooke	Y
Programs/Event Coordinator	Sarah Isaacs	Y
Secretary	Sheri Waldbauer	Y

3. Approval of Last Meeting's Minutes
 - a. Approved
4. Upcoming Events
 - a. March Lunch and Learn - Samantha Enslen – 25 attendees. Got good feedback; sent gift to attendee.
 - i. Need to send thank you card to Samantha. Ed to send this out.
 - ii. Candice to send survey results out.
 - b. April Coffee talk – Lauren and Edgardo were on. Went really well, good discussions. 15 attendees. Talked about staffing, recruiting, burnout, also talked about tools.
 - i. Candice to send notes to Debbie and Meg/Leigh Ann to add to social media and newsletter.
 - c. May Lunch and Learn – Chris Sant
 - d. June Coffee talk – pushed out to June 20, after National.
 - e. July Lunch and Learn – Colleen Jolly
 - f. National – 5 people responded. 4 of them want to connect. Edgardo and Sheri will be attending from the BoD.
 - i. Sheri will start looking for places – by end of April.
 - g. Training Day - BJ just sent Candice an email about National.
 - i. Send out separate survey to chapter to see if members are interested.
5. Newsletters
 - a. April Newsletter
 - i. Add in a few details on our last coffee talk.
 - b. May Newsletter
 - i. Edgardo will take hot topic
 - ii. Recap training day announcement

iii. Another Ask Orca

6. To do's:

- a. Lee Hendrickson Scholarship – Candice/Ed
 - i. Candice and Lauren have both reached out to Heather
 - ii. Candice has been trying to get Rick to finish required tasks from National
- b. BoD members to send headshots to Sheri – All
 - i. Debbie still needs headshot from Sarah. **Sarah to send.**
- c. Update Basecamp for the upcoming year – Candice/Sarah
 - i. **Sarah has info to be entered into BC.**
- d. Add all Lunch and Learns to National website – Debbie
- e. Discuss PNW APMP website – Lauren/Debbie
- f. Contact update on APMP site: <http://www.apmp.org/default.asp?page=chaptershome>

7. Treasury Status

- a. Balance: \$ 5,980.47
- b. Had an issue with our last National money, so we need to renew this.
- c. Should receive two refunds in May – an additional \$1,800.

8. Membership Status - 131 members

9. Health check

10. Other

- a. APMP Website –
 - i. Meg has been testing some different sites.
 - ii. Debbie uses Weebly. Fairly minimal costs ~\$5.
 - iii. **We will schedule a separate call to discuss options and how we want to move forward. Debbie, Meg, and Lauren to schedule this.**