



APMP Pacific Northwest BoD Meeting Minutes August 15, 2017

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

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

3. Approval of Last Meeting's Minutes
 - a. Approved
4. Events
 - a. National
 - i. Preparation for 2018
 1. Gentle Giant Scholarship – need to get out in newsletter announcement
 2. Chapter Award of the Year submission – Lauren to submit next year
 3. Co-host an event with the CA chapter – Dick Eassom stated interest on the event. He will discuss with the CA Chapter BOD during their August meeting
 - b. Coffee Talk
 - i. August 8 – report. Leigh Ann attended. There were 6-7 attendees. Went really well – Mike did a great job at moderating.
 - ii. October 10th
 1. Confirm topic – technology – is it taking over the world??
 - c. Lunch and Learn
 - i. July - Colleen Jolly – report; 19 attendees – good feedback. Need to see if Lauren sent gift to winner. If she has gotten these from Candice. Ed sent Colleen gift card.
 - ii. September and November – Richard Goering
 - iii. January – Mike Parkinson
 - d. Training Day
 - i. Survey results – discuss path forward (in person or virtual) – not getting much response on surveys. How do we want to move forward with these? Talk about a plan in October.

- e. 2017 BOD Face2Face Strategic Planning Meeting – Ed signed form and provided credit card. Members should send flight info to Ed; 8 - 4
 - i. Set for October 14th
 - ii. Need to Set Agenda – inputs? More engagement; Mission, Vision, Values; budget; Mike’s role
 - 5. Newsletters
 - a. August Newsletter – went out today. All missing info done.
 - i. Missing information
 - ii. Approve newsletter
 - b. September Newsletter
 - i. Topics and assignments – due 1st
 - 1. Member Highlight – Leigh Ann – certification
 - 2. Hot Tip – Meg
 - 3. BoD Planning Meeting – Sheri (mission, vision, values – what training)
 - 4. Redo scholarship and certification
 - 6. Basecamp
 - a. What works, what doesn’t? - Mike wanted to be part of this discussion. We’ll wait until next month to discuss.
 - b. New things we need?
 - 7. To do’s:
 - a. Outstanding:
 - i. Update Basecamp for the upcoming year - Mike
 - ii. Add all Lunch and Learns to National website – Debbie
 - iii. Discuss PNW APMP website – Lauren/Debbie
 - 1. Meg sent out questions on our website
 - iv. Plan for October 14th Face2Face Strategic Planning Meeting
 - v. Set Chapter’s certification goals
 - 1. Develop plan to pay one member the certification fees under each level (per year)
 - 8. Treasury Status
 - a. Balance \$8,073.13
 - 9. Membership Status 130
 - 10. Health check - good
 - 11. Other
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