

## Hartford Chapter - Board Meeting Minutes

Location: Elizabeth's Restaurant

Date: September 20, 2010

Commencement: 4:43pm

**Attendance** - Board Members & Committee Chairs: Dave Newman (DN), Lori Morrow (LM), Jennifer Casedy (JC); Ashley McCurdy (AM); Jim Langlois (JL),

**Absence** - Board Members & Committee Chairs: Scott Cellella (SC), Ken Best (KB); Scott Bergsbaken (SB), and John Robataille (JR)

Quorum is present.

**Previous minutes:** A motion was made by Jennifer Casedy to accept the minutes of the August 9, 2010 Meeting, seconded by Ashley McCurdy.

**Presidents Report:** No report, but JC does wish to present one item for discussion and approval from the Board. Item: "Leadership in Action" is asking each chapter to nominate a candidate for this leadership training program. Jennifer would like to nominate Ashley McCurdy. This is great exposure for our chapter and Ashley has no objections to the nomination. There is a fee of \$1795, of which the Region will donate \$600, leaving a balance \$1195 due. The total package of \$1795 includes all of her training for six months, note this is on-line training. This is the first year that the Region is donating money towards this. Discussion followed on what percent we would like to contribute. AM states that she will approach her employer to split the balance due with Hartford CSI. Ashley is a super candidate in that we will all benefit from her involvement in this. The monies would come from our Education Fund – balance is currently approximately \$11,000. President Casedy makes the motion that we donate \$600 from the our CSEF fund - motion is passed.

**Treasurer's Report:** DN: Hartford CSI Chapter \$8419.48 balance and CSEF at \$11768.44. Treasurer is seeking board approval regarding our purchase of Board of Directors insurance through AON – renewal is \$842 (should a corporation be sued, we are not liable). President Casedy makes the motion to approve, Ashley McCurdy seconds – motion is approved.

**Region Report:** No region report, except that Roy attended the Sunday portion of the Region conference. The topic of discussion at this board meeting is regarding the return of the regional portion of the dues back to the chapter. National used to send the money back to the chapters and chapter would send onto region, but now the Region is getting both the national and chapter portions. This money has been put towards the classes held during the Region conference.

### Programs:

Dates of our fiscal year's programs; 9/20/10, 10/12/10; 11/08/10, 12/13/10, 01/10/11, 02/15/11, 3/14/11; 04/14/11, 05/09/11; 06/13/11.

LM found on-line a Survey Tools Comparison Matrix as compiled by TechSoup.org and after a review of this, it has been determined that we will further investigate the survey tool titled QuestionPro, as they list a free version to non-profits.

Action: LM to investigate QuestionPro survey tool – will work with JC and JR

Action: JL to coordinate a tour of the ??? – he will review dates and report back to board.



Action Item for the Board (ongoing): reminder to forward each chapter meeting announcement to various individuals in your circle of influence to increase attendance and diversity of our meeting attendees.

## **Electronic Communications:**

Action Item: for all board members and committee chairs: must log in to admin, and if you get in, please submit something so that we can test the site. If you cannot log in please contact AM for assistance. We are looking to be resourceful and proactive with our site.

**Certification:** No report. Scott passed his CDT today! Congratulations Scott!

## **Awards:**

Action Item for LM: further research on lapel pins availability and costing through national's website.

**CSEF:** No report. Please see President's Report above re: donation from fund for Ashley McCurdy and Leadership In Action

**Academic Liaison:** Schools we are targeting are CCSU; U of Hartford and UCONN.  
CCSU – 3/1, 4/6 or 5/3 are available dates in 2011..

Action Item for JR: investigate where UCONN could hold the meetings, there is potential on the lower level of the Performing Arts Center.

**Golf Outing:** No report.

**Adjournment:** 5:03pm A motion was made by JC to close the meeting, seconded by LM.