



**THE WISCONSIN CHAPTER OF ASID
BOARD MEETING**

Date:

LOCATION	Online
BOARD MEMBERS PRESENT	Lauren Maki, Pedro Lima, Alyssa Merkle, Jordan Green, Kate, Nicole Greuel, Mindy Hoppe, Anna Janke
MEETING CALLED BY	Lauren Maki
CALLED TO ORDER	4:05
MINUTES BY	Pedro Lima ADDITIONAL MEMBERS in attendance: Lynn Vogeltanz
ADDITIONAL MEMBERS IN ATTENDANCE	

AGENDA TOPICS

Chapter Administrator Update, Alyssa Merkle-Website updates, updates on how time was utilized

PRESIDENT

DISCUSSION	Strategic Plan-Lauren presented the plan to the board, had discussions with other chapters since our last meeting, developed the plan, and read through the main points. Discussion regarding some revisions for the plan, Lauren will update the plan based on feedback and call a vote next week
VOTE	Postponed until next week.
MOTION TO APPROVE	
SECONDED	

Discussion: Nomination of Rebecca as SRB
Vote: Approved as SRB
Motion: Pedro Lima
Seconded: Anna

Lynn Vogeltanz: Update on Government Affairs. We did not get the floor vote, next session starts Jan 18th, we are game planning on the strategy on how to proceed. We will be partnering with IIDA. Lynn has asked for a list of where the legislators stand on the bill, we are tracking which legislators are being contacted. We had 400 people contact the legislators, but the lobbyists would like to see the number of contacts closer to 500-600 people reaching out to legislators.

Possible initiatives: Thanksgiving or Holiday sharing campaign, asking for floor time at upcoming events such as the Hotel Indigo tour, asking adjacent organizations for support such as Landscape Architects, postcard campaign, competition for highest QR codes (paying for membership), having Capital Day at end of January

Racine, Oshkosh, Fond du Lac, Manitowoc-needs more outreach specifically.

FINANCIAL DIRECTOR

DISCUSSION	Budget
VOTE	Approve budget
MOTION TO APPROVE	Lauren Maki
SECONDED	Pedro Lima
DISCUSSION	

Budget-Planning an event-use an event budget form.
Line items over \$1000.00 need board approval.
Expense Report needs to be submitted after the event.
Numbers have remained the same since last year but Kate asked for discussion on some items.
Gala Committee-would like to keep the budget under 40K
Scholarship Event-no income written for this, still calculating
What's Next-will need more than \$2500.00

PRESIDENT-ELECT

DISCUSSION	
VOTE	
MOTION TO APPROVE	
SECONDED	

Government Affairs-creating job description for the positions on the committee that need to be filled.

Other committees also need volunteers-using the flowchart as the eblast subject, include committees that are looking for new members.

April 8th Gala was the initial date we had anticipated.

PROFESSIONAL DEVELOPMENT DIRECTOR

DISCUSSION	
VOTE	
MOTION TO APPROVE	
SECONDED	

SRB-get SRB to promote student submissions for awards gala.
Student Scholarship Event-very successful
Career Day-needs to recruit new members to this committee
Try to have SRB get one student on each committee
Rough draft presented for the Career Day
DEI-working with Sumaiyah Clark, Milwaukee County Project Administrator

COMMUNICATIONS DIRECTOR

DISCUSSION	
VOTE	
MOTION TO APPROVE	
SECONDED	

Communications committee has 2 new members, also looking to recruit more members to this committee.
QR codes are successful
Trying to get announcements out about 6 weeks prior to the events
Communications is now posting the e-blasts, engagement is up 500%-good time to renew membership and push new membership.
LinkedIn page is new and was recently created, which now allows us to share content out.
Weekly eblasts-working with admin and Lauren, cycling information and adjusting the order.
Began new member spotlight and showcase a member.
Do a student spotlight also in the future.
Committee spotlight for eblasts

PROFESSIONAL DEVELOPMENT DIRECTOR

DISCUSSION	
VOTE	
MOTION TO APPROVE	
SECONDED	
MOTION TO APPROVE	
SECONDED	

Membership Director

Committee Training event maybe in January-will be posted on website afterward-board members will be present at training

PROFESSIONAL DEVELOPMENT DIRECTOR

DISCUSSION	
VOTE	
MOTION TO APPROVE	
SECONDED	

Holiday Party-January 13th Possible collaboration on a joint event with other organizations
What's New What's Next-Mindy presented her ideas and powerpoint presentation on the event direction.

STUDENT REP. TO THE BOARD

DISCUSSION	
VOTE	
MOTION TO APPROVE	
SECONDED	

OTHER TOPICS/NEW BUSINESS

DISCUSSION	
VOTE	
MOTION TO APPROVE	
SECONDED	

MEETING ADJOURNED	Time:6:27
MOTION TO ADJOURN	Anna
SECONDED	Kate