***Wi-ATSA Agenda***

7/13/2020

President Sharon Kelley, Treasurer Jake Schuldies, Secretary Carolyn Pierre, Valerie Gonsalves, Lorrie Burns, David Thornton, Amy Karn, Rachel Kahn, Jon Dickey, Nicole Eul, Leslie Barfknecht, Brook Seume

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| **Issue** | **Discussion** | **Action/Decision** | **Person Assigned** |
| Election results | Current board members (Valerie Gonsalves, Lorrie Burns, David Thornton, Amy Karn, Rachel Kahn, Jon Dickey, Nicole Eul, Lindsay Wert, Leslie Barfknecht) elected to a new term. Welcome newly elected member, Brook Seume, to the board. |  |  |
| Conference Review | Survey feedback summary by Valerie   * Overall conference ratings mostly fell between good and excellent * Elizabeth and David’s presentation received the highest ratings, and Dan Murrie the next best ratings. * We received favorable feedback on the online format * Discussion of how to best distribute surveys – need to send it in a way that it does not get lost in the chat * People prefer online conference (67%) * Individuals appreciated opportunity to attend online, as they would not have been able to attend in-person * Suggestion to allot time at beginning for announcements * Suggestion for “Zoom lounge” – way to network virtually at breaks/lunch * Per Sharon, WiATSA was one of the first to host a large-scale webinar conference. ATSA representatives took part in our conference to help decide whether to shift to an online format for the national conference. ATSA is now experiencing the burden of trying to assist other chapters in shifting to online format. They will now require payments to assist with the Zoom conference. * Profits ($12,500)   + 2020 ATSA Conference stipends   + Pending ATSA conference fee, we will consider offering a stipend to each Board member * Board sent thank you gifts to speakers who did not receive stipends | Create document on Dropbox listing notes for next year’s conference  Considerations for next year:   * Combined in-person/online conference * Asynchronous option – consider offering piece meal buying options and offering royalties, possibly consult our attorney, management of this system would require our time * Time zone issues (put WI-specific presentations in the early slot?) * Start earlier to include time for announcements. * Streamlined registration * Speaker internet connectivity problems * Seeing presenters over video * Presenter contracts * CEU clarification – Amy received many emails questioning 12 hours vs. 1.2 CEUs – in the future we can use the language “continuing education hours” – some individuals asked if there was a way to sign in or check in because they did not attend all of the conference * Per Jake, we should pay someone to run the conference. We could not handle the workload. * Consider setting timelines for when to make certain decisions related to the conference. * Need to pin down tech support as soon as possible * Need to have contract for tech support * Consider adding our right to promote presenters in the presenter contract | Valerie |
| Subcommittees | Carolyn emailed board member roles document earlier on this date.  Leslie suggested committees with overlapping agendas meet outside of the board meetings to discuss goals  Valerie suggested forming a strategic plan  David suggested each committee lead come up with one SMART goal for their area. | Table full discussion  If you are on a committee, consider your upcoming goals and budget needs, possibly hold a committee meeting before next board meeting  Dedicate time on board meeting agendas for committee check-ins  Review board role document and reassess your role interests  Conference committee could meet with Jake to talk about how to readjust the conference responsibilities | All committees  Carolyn  All Board members  Conference committee |
| 2021 WiATSA Conference | Nicole inquired about breakout sessions to be more responsive to specific audiences. | Consider the pandemic status and re-evaluate closer to next year’s conference. | Conference committee |
| Next meeting | No meeting in August  9/14/20 at 6:15pm | Consider holding committee meetings in lieu of August Board meeting |  |

