

# **Pensacola Area Chapter ASTD**

## **Board Minutes**

**Date: 02/01/2010**

**Meeting Place: SkillQ Office**

**Time: 5:00 pm -6:00 pm**

### **I. Announcements/Miscellaneous Items**

#### **A. Announcements**

1. Position of President Elect for 2010 was accepted by Faith Chapman. Wendi encouraged us to think about filling new President Elect position for next October.
2. CORE report completed and sent to National.

#### **B. Miscellaneous Items/Discussions**

1. Discussed last meeting:
  - Venue – too crowded
  - Program – questions on relationship connection

### **II. Business Discussed**

#### **A. Old Items of Business and Action Proposed**

1. Determine venue for the next ASTD chapter meeting.  
Decision: McGuire's Irish Pub for January
2. Do we want to keep McGuire's as regular venue?  
Decision: McGuire's Irish Pub (large meeting room in back) it is for all monthly meetings. They will allow participants to order from the menu.

#### **B. New Items of Business and Action Proposed**

1. Who should we have to speak in February? Discussed possibilities.  
Action: Jeff will contact person for SCORM presentation.  
Action: Faith will contact Dr. Havard or Dr. Droegmuller for elearning presentation.
2. Financial Report - Robert will be creating a budget for the chapter. Current budget is \$1100.  
Action: Will complete paperwork to parlay tasks to Robert.
3. Website technology report (Tamika) – covered Google Analytics. Discussed possibility of making web page one page and add content to linked pages. Do we make some things more clear?  
Action: Faith will communicate to constant contact list for career opportunities.
4. Progress on February speaker.  
Action: Jeff will secure dates with Mr. Haag.

5. Adding a Facebook page and linking to our website.  
Action: Robert will begin Facebook design and will report progress at next meeting.
6. Should career opportunities be added to website?  
Action: Add submitted opportunities to website (Tamika) and to newsletter (Faith).

Meeting was adjourned at 6:45 PM

**Attendees:**

Officers and Board Members present:

Wendi Ochs	President
Scott Ginnetti	Past President
Tamika Lee	VP of Technology
Faith Chapman	VP of Communications
Jeff Harris	VP of Programming
Bob Laverty	VP of Membership
Robert Kittinger	VP of Finance