

Professional Women's Alliance

Board Meeting Minutes

9.30.20

Attendance

X	Leslie Garvin	X	Kim Brandon
X	Lucy Sullivan	X	Diana Ferner
	Sonya Tandy	X	Erin Leach
	Shannon Hagrman	X	Phyllis Jaudes
X	Diana Tucker		Carol Hofer
	Rachel Jeep	X	Mary Book
	Derlene Hirtz		Tabbatha Sipes
X	Bernie Frazier	X	Tara Gregor
	Cheri Ballard	X	Julie Hohe

1. Start Virtual Meeting/Technology Issues

2. Review and approve August minutes

- No comments or questions
- Minutes from Aug meeting were approved without changes (Moved: Diana F, Seconded: Mary)

3. Operations Updates

- Several renewals, including Lucy!
- Julie is in contact with Danelle Brown about editing the New Member Orientation video

4. Programming Overview

- September Overview
 - New Member Orientation – really positive feedback!
 - Golf League played as planned
 - Continued social media work
 - October Overview
 - 2 Webinars upcoming
 - Golf Tournament
 - Speaker Series – Oct. 15
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5. Committee Reports Requiring Discussion

Programming (Bernie/Tara)

- Skillbuilder in 2021 moved from August to October
- Virtual events going forward in 2021 – timing will be tweaked from 11:30am to 12:30pm to avoid people leaving early for 1 o'clock appointments
 - 1 planned per month in 2021
 - Need presenters
- **Spread the word about SSS and Speaker Sponsors in 2021 to get interest!**
- All Symposium speakers have been moved to webinars in 2020
- November SSS
 - Awaiting response from Kimberly Vissak to move her Member Spotlight then Julie can finalize the slideshow
- Email from St. Luke's representative
 - Asking whether St. Luke's COO could be speaker at an SSS event.
 - Proposed speaker is really accomplished, would be great speaker
 - Sounded like an expectation that they have some access because they have not had someone speak from their organization for 5 years
 - **What are the reasons for not allowing Corporate members to speak at SSS?**
 - Because other members who are in same industry wouldn't like
 - Don't want to allow businesses to plug themselves
 - Don't want to get in a position where all corporate members want to do a signature series and take up all of the SSS openings
 - Used to be Women of Distinction, but that name was confusing people
 - Don't want it to be used as an area for people to recruit
 - **Bernie/Tara idea: let her be Keynote at Symposium?**
 - **Decision: Yes, ask if she would like Symposium.**
 - **If she pushes back then we will revisit**
 - **Will we allow corporate members to speak at SSS in the future?** Maybe. . .

Vice President (Diana F)

- 2021 SSS are all set at Flemings (currently set at 25% venue capacity)
- Still searching for venues for Skillbuilders/Trainings
 - Walnut Grill is possible, but limited in capacity
 - Some options in St. Charles
 - Checked The Shack, but very expensive
 - **Lucy to check with JW Terrill about January events**
 - **Diana F asked Edward Jones, but they can't currently give an answer**
 - Maggiano's won't allow dinner reservations

- We may want to consider moving our Skillbuilder later than January to try to do in person?
- **Lucy to reach out to The Wolf (her client)**

Golf League (Diana F)

- \$425 of credit (17 people) used by Golf League members to play in Golf Tournament
- Golf League not able to make a donation of a golf league membership to Derby Days because it will have already started

Membership (Mary)

- New Member Orientation seemed to go very well, good feedback
- In 2021, committee plans to do a mixture of in person and virtual orientations
 - **Board is ok with that!**
 - **Julie to send guest list for Mary/Rachel to follow up.**
 - One time Mentorship Offer
 - Committee wants to open up to all members, not just YPs, OR come up with a definition of YP that we can stick by
 - Ideas: under 35, 5 years in business, 2 years out from a degreed program
 - We might need to add a question to application for people to self-identify?
 - **Mary and Lucy to connect offline**
 - Committee (& Lucy) would like to table for now, wait for Board retreat for substantive discussion; goal is to come up with some policies, rules, procedures around YPs
 - Discussion of free 75 minute session will be discussed after a decision is reached about YPs

6. PWA President Items (Leslie)

Holiday Party

- Can do in person still, at 25% venue capacity – is there interest?
- It seems like an important event
- 58 people last year, so we could socially distance at tables
- **Diana F to ask about getting a separate room/open up partitions**

- **Decision: let's do it! (Moved: Leslie; Seconded: Lucy; Approved: Majority)**
- **Diana to look at room, menu options**
- **Julie to figure out what it cost last year (per ticket and actual cost) and get back to Board**
- **Decision: Early Bird pricing through October and then regular pricing through December 2. Event date will be December 2, assuming we can secure a venue.**

Social/Golf Tournament

- Julie and Cheri have everything taken care of!
- Julie and Cheri will oversee, don't need any other volunteers

Mentoring

- **Leslie to reach out to mentoring committee to determine when program is open.**
- Mentoring committee would also like to refund \$50 to each mentee since we had to cancel all in-person events
 - **Approved, but do as a credit to be used within PWA in the next calendar year**

Fundraising

- no virtual fundraising in October
- Sonya and Julie want to reach out to corporate members and let them use any tickets they have left for 2020 to carry over to 2021, to be used in calendar year 2021 unless unforeseen circumstances arise – **Approved! (Moved: Diana F; Seconded: Kim; Approved: Majority)**
- **For individual members, will allow if they reach out**

November Board Retreat

- Nov. 14, 8:30-4:00, on Zoom
- Current and incoming board members to attend
- bring your own food, except **Board will send \$25 gift card for food to everybody (Moved: Diana F; Seconded: Bernie; Approved: Majority)**
- **Diana F will send an official invitation to the current and new Board members**

7. Financials

- Are we in budget? Yes! And she updated all action items from last month's meeting.

8. Adjourn: 7:00 pm **Next Board meeting virtual.**