



Oregon and SW Washington Chapter
Executive Committee Meeting
10/15/2021, 3:30-5:00 PM

Attendees: Jodi, Lisa, Maggie, Jenny, Arthur, Jennifer, Heather

AGENDA

1. Welcome! - Jodi

- a. Finance Update - Maggie 5,013 end of September 30. major expense, scholarship. income through chapter dues. 4 out of 5 scholarships have registered. Jessica Yen - we can follow up with national.
- b. We will vote on officers in December.
 - Everyone is ok with continuing on in their roles.
 - Next year is Maggie's last year as Treasurer (since it will be her 3rd year).
 - **Write up blurb for Treasurer-elect so someone can be trained in the position in early November, vote in Dec.** Can vet for their experience.
 - **Heather said Melissa may be interested, will ask her before we ask membership.**

2. Programming - Darcie is out this week

The Programming Committee will meet Wed 10/27 with two potential new members! Emmanuelle Jarmon and Isabel Milkovich will join me, Kris Ashley, and Nicole Lutton for the meeting. Agenda items include:

- **Planning for the December meeting**
 - Topic: Highlights from the National GPA Conference
 - Joint session with Idaho GPA Chapter
 - We'll be recruiting members from both chapters that are attending the conference to present for 5 - 10 minutes on their key take-a-ways/highlights.
 - Our Chapter members that I believe are attending the Conference: Rick, Mel G (OFB), Robin Johnson Simpson, Isabel Milkovich, and Jennifer M.
 - **Question for Exec Comm: Do we know of anyone else who is attending the Conference?** Jodi, Jenny, Jennifer all attending virtually; Itzel might be, Heather and Darcie might go up to support Melissa.
 - **Question for Exec Comm: Seattle get together on Friday of conference, with potential for GPA sponsoring it. pizza and drinks.**
 - **Heather suggests asking about who is going, asking for their interest.**
 - Voted on a \$100 budget.
 - **Rick had tried doing it for multi-state region; will check in with Darcie and Heather.**
- **Recording Meetings**

- Review [feedback](#), including from discussion at end of last Chapter meeting, and develop recommendation for policy/procedure around recording Chapter meetings to present to Exec Comm
 - **For Exec Comm: if you have any additional feedback for us to consider, email me by 10/26**
 - **Executive Committee agreed on providing materials on website.**
 - **can share in meeting reminder about where presentation slides live on website.**
- **Roles at Meetings**
 - Review [potential volunteer roles](#) for virtual meetings, including "fun meeting" lead
 - **Ideas for 2022 meeting topics**

Other Programming-related questions for Exec Comm:

- **Are we planning for a conference in 2022?**

more enthusiastic post-covid in person.

smaller in-person social events for could lay groundwork for conference

virtual format for conference? align in person conference with state requirements.

Arthur would help organize. revisit in February.

- **What is status/next steps with WVDO partnership?**

Arthur is teaching with WVDO. grantwriters panel discussion. Nov. 8 - 2-4. \$75 stipend. relationship building. let him know by Monday if interested.

WVDO has had changes in last 3 years - makes partnership mor difficult. can revisit as opportunities arise.

Rick Levine-style LOI tables with funder: Could work virtually or in-person. always sold out. could have professional grantwriter review as well as funder.

GPA could test it out as an activity in our Chapter meeting.

Engaging programming is better from treasurer point of view -- more active. more of a workshop model.

3. Scholarships

- How to refine scholarship policy? Number of scholarships we want to give out?

Might have different priorities each year. one from national plus.

Keep on agenda and refine if needed. discuss in March meeting.

3. Website

Volunteer to help with website.

2 members expressed interest in helping out.

We need more specific technical skills; our subscription may have these capabilities but we need someone to do the work.

- Does anyone have Weebly experience?
- Need web & graphic design, add payment forms, etc.? RSVP functionality through website.
- Help us think though what we might want – both function & drawing people in, etc.
- @ Exec – discuss, then in Dec, do a call for volunteers
- Could spend \$\$ on upgrade. Also national technical assistance grant

- Reconvene website group in Jan

Also good for membership.

Arthur recommends drag and drop, so that we don't rely on coding.

Jenny will ask on message boards about what they use, how they manage them.

Website: make a more specific ask for volunteer help at December meeting

Maggie will research national GPA for funding, techsoup.

4. New Member Survey - Lisa

Lisa worked with Phil on survey for new members.

- Please review:
https://docs.google.com/forms/d/1iR5SbX_jhmvCmwLOEfWLXm6JiCixxiZ9YaFDP6RmjZE/edit?usp=sharing
- Our goal is to wrap up this survey so it may start being used for new members, perhaps in January.

Gauge their desires; getting to know them (seasoned vs. new). Covid's impact on work. once a year, send to everyone to get acclimated.

Suggestions to add:

- question about their industry.
- could leave off covid and conference questions.
- is there anything else you'd like to tell us?
- what's the size of your organization?

professional development questions not really different for large vs. small; maybe different in terms of getting info from program managers vs. ED with size of organization. fundamentals not different

Note when we send out that it's a new survey; send to 5-6 new members

5. Other Business

Meeting topics & format

- The idea has been raised that we could keep our 4 "informational" meetings online, since it allows people from across the state to participate.
- We could add in 2 local Portland Metro in-person social events (maybe Sept outside, and Jan or Feb inside if covid allows).

Consider virtual access for in-person meetings. Have to increase our technology game to make it work. Hard to do with signal interference, lapses, barriers between in-person vs. virtual. If in person, would feel obligated to attend.

But when they had social events, not a lot of interest in attending.

With pandemic, some people may be more interested in 2-3 social events.

Folks in other areas of the state could also arrange in person social events if they wanted.

Could have social events with topic, or just happy hour. If an article or recent book that relates to our work, as a starting point. could be cross-sector, with evaluation people/consultants/project management (perhaps in partnership with WVDO?)

Revisit in January. could be in person's house, or small event in February; ask for volunteer help later in year

Next Executive Meeting: TBD

Question for Exec Comm: have we set 2022 meeting dates?

Jodi will email out suggested dates; goal is to complete before December

EXECUTIVE COMMITTEE

CURRENT OFFICERS

President: Jodi Tanner Tell

Vice President: Lisa Kron

Secretary: Jenny Lind

Treasurer: Maggie Bonjean

CHAIRS

Programming Chair: Darcie Spar

Regional Conference Chair: Arthur Davis

Social Chair: Heather Ellis

Membership Chair: Jenny Lind

Former President: Jennifer Mangieri, Heather Ellis

Chapter Meetings <i>11:30 am - 1:30 pm</i>	Executive Committee Mtgs <i>3:30 – 5:00 pm</i>
December 1st	