

ASTD Northeast Oklahoma Chapter

Meeting Notes May 27, 2010

Location: TU – 6 p.m.

Present:	Absent:
Linda Adlof	Kelly Riggs
Walt Hansmann	Pauline Harris
Stacy Boone	Juli Couch-Johnstone
Myra Fanning	Chris Woodard
Kara Jones	
Sue Madden	
Sam Dutro	
Lindsay Plott-Buckner	
Colette Grayson	

**In advance of the meeting, Sam Dutro provided April Treasury Report and Walt Hansmann provided Membership Report*

Linda Adlof, President

- Board celebrated Stacy and Colette attaining CPLP distinction with petit fours for all! ☺
- ALC 09/30/10 through 10/02/10 Walt may want to go; Lindsay definitely wants to attend
Confirmed that Five Board Members would like to attend and at meeting those were
1) Sam, 2) Walt, 3) Lindsay, 4) Linda [maybe], 5) TBD
Discount still applies – we may not have enough able to attend convention due to conflicts of other commitments/ schedule. There was discussion. Information about ALC handout provided.
- Aerospace Conference [in OKC] Booth – OKC Chapter did not decide to go into conference with Tulsa Chapter. June 2 Weds., and June 3 Thurs., Cost \$200 Booth rent (shared with T.U.). There was discussion. Contacts with ASTD Members who could clarify the merit of having an unmanned booth were discussed. Lindsay motioned and Stacy seconded / motion carried unanimously for ASTD to booth to include a basket to collect business cards, manned by our President, Linda Adloff (thanks Linda!).
- KPM – potential bookstore – Knowledge Project Management Symposium is Weds., August 4th and Thurs., 5th ASTD Point Person is President Elect, Myra Fanning. Myra will be responsible for scheduling coverage and Linda will send a flyer.
- Social Networking ASTD Linked In Twitter, and Website – Rules Needed. Discussion prompted by former Communications Board member's use of Linked In and Twitter to announce his candidacy for 2010 President Elect, ASTD Northeast Oklahoma Chapter. Copies of posting and Linda's response were distributed. Discussion. Kara and Stacy will contact Larry Straining and request he relinquish ownership access to ASTD Linked In Chapter site; Twitter site will be re-set.
- Risk Assessment, Operational Plan. Myra, Walt and Linda will combine input, review and present their recommendation to the Board at a later date. The input from all Board Members will be plugged into the Operational Plan by Linda then returned for review.

Lindsay Plott-Buckner, Marketing

- Lindsay participated in Marketing Webinar and learned how other Chapters are creating a sense of community. One example was design and use of a Newsletter (Constant Contact could be a distribution tool)
- Website launch in July / Special Program in July
- Attached is 06/28/10 detailed update on new website

Distorted recording / placed recorder too close to cellular phone – apologize for delay in transcription and welcome all corrections to minutes.

Meeting adjourned at 7:30 p.m.

Minutes submitted by Colette Grayson 07/22/10