

Executive Board Agenda

Virtual Meeting

November 17, 2020 | Time 12:30pm – 2:30pm

Main Outcomes	<i>Communications</i>
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	<p><u>Executive Board Members</u></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Amal Joury, Chair <input checked="" type="checkbox"/> Josefina Magana, Vice-Chair <input checked="" type="checkbox"/> Lu Anne Eyles, Executive Secretary <input type="checkbox"/> Cristina Steward, Treasurer <input checked="" type="checkbox"/> Rachel Friederich, Communications Chair <input type="checkbox"/> Rae Simpson, Professional Development Chair <input checked="" type="checkbox"/> Beth Archer, Conference Chair <input type="checkbox"/> Cheryl Flynn, Legislation and Policy Chair <input checked="" type="checkbox"/> Marianne McIntosh, Membership Chair <input checked="" type="checkbox"/> Laurel Haas, Mentorship Chair <input checked="" type="checkbox"/> Allison Spector, Partnerships Co Chair <input checked="" type="checkbox"/> Melissa Harris, Partnerships Co-Chair <input checked="" type="checkbox"/> Jasmine Pippin-Timco, Public Outreach Co-Chair <input type="checkbox"/> Debra Lefing, Public Outreach Co-Chair <p>Guest:</p>	
1.	Introductions (All)	5 min Mingle
2.	<p>Website Redesign update (Amal)</p> <p>3 Girls Media and OFM have signed the contract for the website redesign that officially starts 12/1/2020.</p>	5 min Information
3.	<p>General Membership Meeting/Planning for Jan thru May 2021. (Laurel)</p> <p>Laurel presented a potential strategic planning framework for the group, on Josefina’s suggestion, the OGSM framework (objectives, goals, strategies, and metrics). Objectives: Overall mission of the organization Goals: Specific, measurable actions we take to achieve that objective Strategies: Activities that take place to meet goals, strategies are flexible Measurement: How we measure activities (i.e., number of conference attendees)</p> <p>The group will explore further at a board retreat and would like the new chair to be on board for this discussion. The group discussed future presentations to the GM meetings in 2021. A draft agenda will be available for review this week for the January meeting based on the ICSEW communications plan.</p>	Object
4.	<p>Conference/Leadercast: What kind of conference we want to have next year. (Josefina and Beth)</p> <p>The group discussed the format of the conference for 2021 and there are too many unknowns at this time to make a certain determination. Some ideas that were introduced:</p> <ol style="list-style-type: none"> 1. Formulate a conference like the LEAN Conference that One Washington conducted over an entire week for one-hour sessions using a moderator for Q&A. 2. Purchase a boxed conference like Leadercast that and present it over a 4 to 6 hour period. 	10 min Discussion

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	<p>3. Do not hold a conference and continue with training sessions on the even numbered months for anyone interested in addition to the general membership meetings held on odd numbered months.</p> <p>4. Wait to plan an in-person conference.</p> <p>5. Discuss a potential conference with DES.</p>	
5.	<p>CELEBRATION of EB members leaving and new members joining.</p> <p>Josefina created a commemorative PowerPoint presentation and the group discussed accomplishments by all the Executive Board Members over the last year.</p>	45 min Celebrate
6.	<p>EB Replacement Planning (All)</p> <p>The group discussed the vacancies coming in 2021 for the Executive Board. The group discussed strategies to identify talent for these positions. It may be a challenge to fill the role of Executive Secretary, as there is no subcommittee to pull talent from for succession planning for this position. The group discussed two ways to identify a potential replacement. First, the subcommittee chairs will review this with subcommittee members to determine interest. Second, use GovDelivery as a means to communicate the opening to all representatives and alternates.</p>	10 min Discussion
7.	<p>Subcommittee Report (All)</p>	15 min Information
8.	<p>Agenda Item: Future Agenda Items (All)</p>	5 min Discussion

Action Items	Owner	Completion Date
Develop a plan for the task of checking the inbox for ICSEW with specific tasks for consistency.	Lu Eyles	
GovDelivery training has been planned for 12/1	Lu Eyles	

Future Agenda Items	Timeline	Owner
Review leg and policy subcommittee policy and amend to allow ad hoc committee to develop policy recommendations	TBD	Amal Joury
What's Next Washington	TBD	Amal Joury
Bystander Intervention Training	TBD	Jasmine/Deb
Communications Plan Update	TBD	

