

# ICSEW Executive Board Agenda and DRAFT Notes

Virtual Meeting

January 19, 2021 | Time 1:00pm – 3:00pm

<b>Main Outcomes</b>	Future General Membership Speakers Website update Sponsorships
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	<p><b><u>Executive Board Members</u></b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Josefina Magana, Chair</li> <li><input checked="" type="checkbox"/> Lu Anne Eyles, Vice-Chair</li> <li><input checked="" type="checkbox"/> Cyndi Comfort, Executive Secretary</li> <li><input type="checkbox"/> Cristina Steward, Treasurer</li> <li><input checked="" type="checkbox"/> Rachel Friederich, Communications Chair</li> <li><input type="checkbox"/> Marie Splaine, Professional Development Chair</li> <li><input type="checkbox"/> <b><i>Vacant</i></b>, Conference Chair</li> <li><input checked="" type="checkbox"/> Deirdre Bissonnette, Legislation and Policy Co-Chair</li> <li><input type="checkbox"/> Leslie Wolff, Legislation and Policy Co-Chair</li> <li><input checked="" type="checkbox"/> Marianne McIntosh, Membership Chair</li> <li><input checked="" type="checkbox"/> Laurel Haas, Mentorship Chair</li> <li><input checked="" type="checkbox"/> Allison Spector, Partnerships Co Chair</li> <li><input type="checkbox"/> Melissa Harris, Partnerships Co-Chair</li> <li><input type="checkbox"/> Jasmine Pippin-Timco, Public Outreach Co-Chair</li> <li><input checked="" type="checkbox"/> Debra Lefing, Public Outreach Co-Chair</li> </ul> <p>Guest: Beth Archer (also Acting Conference Chair)</p>	
<b>1.</b>	<p><b>Introductions and Mingle (All)</b></p> <p>The board discussed a need for back-up for the Zoom administration in case Beth Archer can't attend. It was decided that the following people would be back up:</p> <ul style="list-style-type: none"> <li>• Marie Splaine</li> <li>• Marianne McIntosh</li> <li>• Josefina Magana</li> <li>• Lu Eyles (is already on the account.)</li> </ul> <p>The group discussed the need to figure out a Tribal Lands acknowledgement at the general meetings.</p>	15 min Mingle
<b>2.</b>	<p><b>Subcommittee Report (All)</b></p> <p>The group discussed whether to build time into each General Membership meeting for subcommittees to meet. It was suggested that this would happen every-other General Membership meeting for about 20 minutes, allowing for work and providing a possible opportunity for new people to investigate subcommittees.</p>	15 min Information
<b>3.</b>	<p><u>Reset, Revive, and Rejuvenate</u> for March and May <b>Proposal review and vote for speakers</b> (Marie Splaine)</p> <p>Potential Speakers for March and May, as well as for July and September (next fiscal year) were discussed, along with the budget for meetings. There are two potential speakers lined up for upcoming meetings.</p>	30 min Information

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	<p>The group also discussed whether to build time into the General Meetings time for subcommittees to meet. It was suggested perhaps every other meeting there could be about 20 minutes for subcommittees, providing a possible opportunity for new people.</p> <p>Dr. Kira Mauseth is confirmed for the March General Membership meeting from 11-12. The board discussed starting the meeting a little earlier to make room for one of the other proposed speakers before.</p>	
4.	<b>Break 10 minutes (if we take one)</b>	10 min
5.	<p><b>ICSEW Sponsorships discussion (All)</b></p> <p>What sponsorships do we have time for this year?</p> <p>Who within ICSEW can be the contact person?</p> <p>le: Betty Lochner has summit coming up and if we are going to sponsor, we need to touch base with her and coordinate</p>	15 min Discussion
6.	<b>The retreat for February will have a focus on setting priorities for this year (Josefina)</b>	15 min Discussion
7.	<p><b>Website Update:</b></p> <p>There was a website update. 3 Girls Media has chosen the hosting platform as Pantheon, which has been vetted by state cyber-security.</p> <p>There was also discussion on documents and material that are currently on the website and what should be transferred to the new website, including cut-off dates and archives. There was additional discussion on making sure there is compliance with freedom of information act and records retention.</p>	10 min Discussion
8.	<b>Agenda Item: Future Agenda Items (All)</b>	5 min Discussion

Action Items	Owner	Completion Date
The board will reach out to proposed speakers about scope of presentations and budgets for the March/May meetings and again for the next fiscal year.	Marie	
All executive board members who have contact information for any of these systems provide the information to the executive secretary by the first week of January 2021	Lu Eyles	Sent 1/12 for review to the EB

Future Agenda Items	Timeline	Owner
Review leg and policy subcommittee policy and amend to allow ad hoc committee to develop policy recommendations	TBD	
Eventbrite and security review with OCIO	TBD	
Policy change for meeting frequency for the membership meetings, EB meetings, and subcommittee meetings to prevent burn out.		

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Future Agenda Items	Timeline	Owner
Demographic data from the employee engagement survey		Allison
Future of Mentorship post pilot		
Leg and Policy changes to bill alerts, create more impact by providing one policy recommendation per year?		