

ICSEW Executive Board Agenda

[Virtual Meeting](#)

January 18, 2022 | Time 1:00pm – 3:00pm

	<p>Executive Board Members</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Josefina Magana, Chair <input checked="" type="checkbox"/> Lu Anne Eyles, Vice-Chair <input type="checkbox"/> Rachael Hopkins Executive Secretary <input checked="" type="checkbox"/> Sequenna Fashana Executive Secretary <input checked="" type="checkbox"/> Siri Olson, Treasurer <input checked="" type="checkbox"/> Rachel Friederich, Communications Chair <input checked="" type="checkbox"/> Morgan Montes, Professional Development Chair <input type="checkbox"/> Vacant, Conference Chair <input checked="" type="checkbox"/> Deirdre Bissonnette, Legislation and Policy Co-Chair <input checked="" type="checkbox"/> Leslie Wolff, Legislation and Policy Co-Chair <input checked="" type="checkbox"/> Marianne Mcintosh, Membership Chair <input type="checkbox"/> Vacant, Mentorship Chair <input checked="" type="checkbox"/> Allison Spector, 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: Misty Harris Margaret Balcom</p>	
1.	Introductions and Mingle (All)	5 min Mingle
2.	<p>Agenda Item Professional Development: Morgan</p> <ul style="list-style-type: none"> • Working on securing a speaker for the March General Membership Meeting <ul style="list-style-type: none"> ○ Possible speakers include Dr Anu that will provide a 1.5-2-hour training on How to Navigate Race ○ Backup speakers include a Public Prosecutor that will provide a training around the topic of the Science of Hope • Possible sponsorship with Amy Leneker. She will be offering four trainings throughout the year, ICSEW will reach out to Amy and her team to see how we can collaborate in a way that would best meet our membership needs. The trainings are as follow: <ul style="list-style-type: none"> ○ Thursday, February 22nd: Dare to Lead-How to have Tough Conversations at Work ○ Thursday, May 19th: Embracing Conflict at Work-3 Things Teams can do to have healthy, productive conflict at work ○ Wednesday, August 3rd: Kick some Ask-How to Ask Questions that Matter ○ Thursday, November 3rd: Work/Life Harmony 	15 min Information
3.	<p>Agenda Item Conference 2022 Discussion: All</p> <ul style="list-style-type: none"> • The Executive Board has reached the decision that the 2022 Conference will be virtual • The Executive Board is considering the following: <ul style="list-style-type: none"> ○ The appointment a Conference Chair 	15 min Discussion

ICSEW Executive Board Agenda

	<ul style="list-style-type: none"> ▪ Other option includes having the Professional Development Chair and their subcommittee members plan the conference ▪ Possibly hiring a consultant to plan the conference ○ Date of Conference will be held sometime during the month of October <ul style="list-style-type: none"> ▪ Will secure date after we have checked that no other conferences (such as the LEAN conference) will interfere with the date and time of ICSEW's 2022 Conference ○ Possible partnership with the Women's Commission for a second consecutive year ○ The budget for Conference 	
4.	Agenda Item Budget Update: Siri <ul style="list-style-type: none"> • Siri presented the spreadsheet of the budget to the Executive Board • Account is balanced through November 2021, still waiting on final numbers from December 2021 	10 min Discussion
5.	Break 5 minutes	5 min
6.	Agenda Item Update on O365/Teams: Lu <ul style="list-style-type: none"> • A few members of the Executive Board are testing the "ICSEW Sandbox" which is a team within TEAMS • TEAMS could replace our SharePoint and provide the following: <ul style="list-style-type: none"> ○ A space for the history of ICSEW to be shared and updated ○ A collaboration tool that can help store our succession and other documents needed for individual board positions ○ A space where contracts and other important ICSEW information can be stored • Looking into the privacy aspect of using TEAMS and how we can provide the necessary access to those who need it 	10 min Discussion
7.	Agenda Item Recap of previous meeting's team building exercise <ul style="list-style-type: none"> • As ICSEW moves into the second half of the fiscal year, we are looking back and setting goals as we move forward. • The Board will be working to achieve the following goals: <ul style="list-style-type: none"> ○ Revisiting ICSEW's mission, values, and priorities and what we can work towards to fulfilling our mission, values, and priorities ○ Succession Planning ○ Renewed focus on Annual Charity Drive/Volunteering Opportunities • ICSEW will be celebrating our 60th Anniversary in 2023 therefore, we will start planning that in the beginning of the upcoming fiscal year 	15 min Discussion
8.	Agenda Item February Board Meeting: Josefina <ul style="list-style-type: none"> • At the February Executive Board Meeting members will be discussing ICSEW's goals in further detail • Josefina would like all the members of the board to come to the February meeting prepared to bring ideas and visions of how we can work towards reaching our goals • Josefina will reach out to Morgan Montes to facilitate the meeting 	10 min Discussion

ICSEW Executive Board Agenda

9.	<p>Agenda Item Last Minute Agenda Items: All</p> <p>Josefina:</p> <ul style="list-style-type: none"> If you have any ICSEW documents, please get them to Josefina as soon as possible so that she can send them to be archived according to the record retention policy 	5 min Discussion
10.	<p>Subcommittee Report (All)</p> <p>Public Outreach: Jasmine</p> <ul style="list-style-type: none"> Still working to gather and box swag so that they can be sent to storage Will coordinate with board members who want to come assist with the packing of swag in a few weeks 	15 min Information
11.	<p>Agenda Item: Future Agenda Items (All)</p>	5 min Discussion

Future Agenda Items	Timeline	Owner
Budget	March	Siri
Agency Communications for Charity Drive	February	Lu
Succession Planning	February	Lu/Valerie
Future Video Storage		Lu
Poll of Attendees during General Membership Meetings	March	Morgan

