

Bismarck-Mandan GIG Chapter Meeting Notes 5/29/2015

Location: Starion Financial

Date: 5/29/2015

Time: 12:00 – 1:00 pm CT

In Attendance: Robin Thorstenson, Todd Schock, Jeanne Masseth, Allison Wagner, Jade Jepson and Rhoda Sautner

Followup on Action Items from 4/17 Meeting

Jade reserved the Broadway Grill, and reserved space for the fall 2015 dates. Jade will confirm the headcount, estimated at 30 people.

Recap of Roles held in Bismarck-Mandan GIG Chapter

VP of Finance- Rhoda Sautner

VP of Programming- Jade Jepson and Todd Schock

VP of Membership & Marketing- Robin Thorstenson

VP of Communication - Allison Wagner

Member at Large - Jeanne Masseth

Chairperson Elected

Allison nominated Todd for Chair of Bis-Man Chapter. All group members voted in Todd's favor. Todd Schock is now Chair of ATD Bis-Man GIG Chapter.

Bismarck - Mandan ATD GIG Chapter Budget for 2015-2016

Lindsie sent of the Fargo chapter's 2013 budget to reference for the development of the Bis-Man Chapter budget. The group reviewed budget items.

It was agreed that the Bis-Man Chapter will not be providing lunch during meetings.

Bis-Man Chapter will need to select a new bank, Starion is on the list of options.

President Elect typically attends ATD National Leadership Conference, board members will need to decide if or how much is funded out of the Bis-Man Chapter budget.

Discussed whether or not Bis-Man Chapter should purchase Chamber membership and the consensus was no.

Board members are required to be members both locally and nationally.

Local GIG chapter membership fee- will need at least 100.00/ member to cover expenses. Group decided \$99.99/ year would be fair.

Printing costs- hoping to get funded for this. KLJ? Other contacts in the community? Lindsie will send the Fargo Chapter brochure to use as a template for design.

Discussed Special Programming Budget and the need for high impact, high quality speakers. Costs for consideration:

- promotional materials
- honorarium fee
- gift for speaker(s)- if they are donating their time
- catering
- facility rental
- supplies
- other

Group agreed we should charge each attendee enough to break even.

How much is the national ATD Dues? Lindsie will find out how much a ATD national dues is and let the group know.

Action Items

Jade will confirm the headcount, estimated at 30 people.

Rhoda will draft a budget to present at 6/25/2015 meeting.

Lindsie will send the Fargo Chapter brochure to use as a template for design.

Lindsie will find out the cost of ATD national dues and let the group know.

Next Meeting:

Thursday, June 25

10:00 am-1:00 pm CT

KLJ

4585 Coleman Street

Bismarck, ND 58503

Lindsie will join from 12:00 - 1:00 pm CT

Lunch will be provided by KLJ

Agenda Items:

- work on programming
- finalize budget