

Bismarck-Mandan GIG Chapter Meeting Notes 12/20/2015

Location: Bismarck Library

Date: 12/20/2015

Time: 4:00 – 5:00 pm CT

In Attendance: Robin Thorstenson, Todd Schock, and Rhoda Sautner

Programming

- To address Improvement Ideas per the presenter evaluations requesting longer, more in-depth sessions the following suggestions were discussed:
 - Have presenters provide a couple resources the membership can access to expand on what they learned from the presenter (i.e. networking opportunities within the GIG)
 - Have presenters site ATD Resources available on the topic discussed
 - Have presenters minimize their personal story and delve into the topic more
 - Networking topic card (How did you apply last month's presentation)
- Lock in presenters so we can fill our calendar and focus on special event planning

Event

- Remind Broadway Grill that meal checks need to be delivered with the food
- Process checks when removing food trays
- Remove food trays during the presentation
- Get confirmation from the presenter prior to the event
- Agree on who will be meeting with presenter day of event to set up

Special Event/Possible Additional Board Positions

- Please give serious thought to:
 - What position/positions we could use on the board. Be prepared to bring ideas to act on to the next board meeting
 - Clerical assistance
 - Special Event Director
 - What type of special event we would like to host and when

Contingency Planning

- Don't schedule distance travelers in the heart of winter
- Board members-consider what you have in your back pocket and be prepared to step in
- Table topics such as group sharing
 - Develop 5 good Training and Development Questions to facilitate if/when needed

Marketing

- Brochure design, insert design & printing
 - All were okay with current brochure and the use of inserts. Todd is currently printing off Brochures as needed.

Membership

- Bismarck GIG is 21 members strong with 13 of those being power members
- Registration at upcoming events-Guest free January then \$10 each month not a member
- Registration table-informally monitored by Board during Networking

Bank Account

- Todd to communicate to Fargo to get status (waiting on response)
- Reimbursement to Robin for November speaker (Fargo sent out request form)

Hootsuite

- Fargo had mention of purchasing this app. Discussion on what it was and what value it would bring to Bismarck. If it is an App that helps manage social media posting we may want to consider it as well to offload Allison. More discussion to come.

Action Items

- Get presenter info to Robin so she can populate on Wild Apricot (complete)
- See Special Event/Possible board positions above
- Review board handbook-we need to discuss at next board meeting

Next Meeting:

To be determined