

DCMAND Executive Committee Board of Directors Meeting

Wednesday, September 23, 2015 – 8:00 PM

Teleconference

Board Members Present

Tricia Psota, President

Robyn Douglas, President-Elect

Carolyn Wait, Past President

Sarah Fisher, Recording Secretary

Lindsey Proctor, Corresponding Secretary

Erica Walther, Treasurer

Shayne Geneva, Nominating Committee Chair

Kris Sollid, Professional Development Committee Chair

Staff Members Present

Carrie Kiley, Executive Director

WELCOME

Tricia Psota opened the meeting. In the future DCMAND committees will submit monthly reports which will feed into a consent agenda. This is not happening yet since everyone is just getting started.

APPROVAL OF MEETING MINUTES

Tricia Psota motioned to approve the BOD Meeting Minutes from June 9, 2015. Carolyn Wait seconded the motion. All were in favor. No opposed. Tricia Psota motioned to approve the BOD Meeting Minutes from August 22, 2015. Robyn Douglas seconded the motion. All were in favor. No opposed.

PRESIDENT'S UPDATE – TRICIA PSOTA

Tricia Psota has been meeting with Carrie Kiley weekly to get things moving forward.

Allison Marco is in the process of getting content together for the Potomac Post which will include the President's message. The Potomac Post will be issued quarterly instead of monthly.

Erica Walther and Carrie Kiley worked together to create a Paypal account for DCMAND. The account is active. It is a business account, so it is tied to DCMAND's EIN number rather than an individual.

The Fundraising Chair position is still open. Instead of looking for one person to fill the position, Tricia Psota suggested forming a Fundraising Committee. If interested, let Tricia Psota know. Fundraising will be DCMAND oriented, not event oriented. Items raised will benefit all DCMAND events.

If anyone is interested in contributing Social Media content for DCMAND, let Tricia Psota know. Contributors will take one day a week to cover Twitter and Facebook. Robyn Douglas offered to help.

ANNUAL MEETING UPDATE – KRIS SOLLID

Kris Sollid identified three possible dates for the DCMAND Annual Meeting. The National Association of Home Builders (NAHB) is checking to see which dates they have available. The annual meeting will likely be in April. The theme for the annual meeting will be finalized in October. If there are suggestions for themes or speakers, please share with Kris Sollid. Tricia Psota asked if the Professional Development Committee had plans to alternate the theme/focus of the meeting each year (clinical vs community vs policy). Kris Sollid stated that if membership is interested in alternating themes each year, he would be on board. There is a lot of Policy going on next year – food labels, dietary guidelines, etc...

WEBINARS

Tricia Psota opened a discussion about DCMAND webinars. Should webinars be divided between the different committees? Are DCMAND members interested in webinars? Carolyn Wait stated that the policy webinar from last year had about 30 attendees, which was good. Not sure what the demand would be for topic areas. More specific topic areas may be better on a webinar. Tricia Psota thought Paige Einstein (Professional Development Committee Chair-Elect) might be a good person to coordinate the webinars. Shayne Geneva suggested that if we are alternating the theme each year for the annual meeting, then we could offset/alternate the theme for the webinars too. The webinars can be opened to Virginia and Maryland affiliates for a fee. Tricia Psota will follow up with Kris Sollid and Paige Einstein.

EXECUTIVE DIRECTOR UPDATE – CARRIE KILEY

Carrie Kiley has started the Strategic Planning process for DCMAND. She will be soliciting input from leadership as well as volunteers. This process will take a year from start to finish. She will facilitate the process to keep everyone on track. She is conducting background research internally and externally. Carrie Kiley has also been working on the Paypal account. She is getting a lot of member communication regarding access.

ANNUAL POTLUCK

Tricia Psota stated that about 44 people attended the annual potluck. She met lots of new people that had moved to the area. Many people were talking about finding jobs or looking for internships. It was a good networking opportunity. She received lots of positive feedback afterwards. Carolyn Wait suggested inviting those new members to the next DCMAND event to help member retention.

DCMAND ELECTIONS

Shayne Geneva has been looking at the timeline for DCMAND elections. To coincide with the AND elections in February (2/1-2/28), all nominations must be in by January 15th. The call for nominations would need to go out in November. Do we want to move elections up? Tricia Psota suggested sending a monthly calendar to the whole board to see what events are going on throughout the year so we know where we can incorporate the elections. If the elections are moved up, a notification could be put in the upcoming Potomac Post to notify members. Kris Sollid suggested a happy hour in November would be helpful to engage and facilitate the early election. Shayne would like to do that but she doesn't want to overwhelm everyone's calendar. In the past the Nominating Committee has put together a webinar on the nomination categories. Due to poor attendance in the past, it will not be done this year. Tricia Psota will set up a call with the Nominating Committee to discuss the elections further.

VOLUNTEER/DONATION OPPORTUNITIES

Tricia Psota would like to incorporate a couple of volunteer opportunities for members –one in the Fall and one in the Spring. Suggestions included a Happy Hour where members bring in canned goods to be donated. Another suggestion is to assemble food baskets at a board meeting. Carolyn Wait got a positive response from the volunteer event last year – assembling bags for SOME in early December.

COMMUNICATIONS

DCMAND has a JoinMe account through January. It can be used for conference calls among committees. Contact Carrie Kiley to set it up.

Carrie Kiley will send out an eblast reminder to members regarding a meetup with DCMAND at FNCE. The event will take place on Sunday from 7-9 pm.

Robyn Douglas asked Carrie Kiley to remind members about the HOD survey.

Tricia Psota asked board members to stay in touch and respond to requests and provide input when needed.