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## Meeting Minutes

### Tuesday, April 28, 2020

### Zoom Meeting

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#### In Attendance

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**Members:** Michelle Hundley, Elvira Orozco, Sandi Mannette, Kimberly Hargett, Alex Lane, Christine Schlenker, Marina Moncada, M.J. Naquin, Natalie Picha, Karen Gregory, Kristi Claypool, Lea Gibson, Maricel Dominquez-Watson

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#### Call to Order and Welcome – Michelle Hundley, President

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- Michelle Hundley called the meeting to order at 12:10 p.m.
  - The meeting opened the membership introducing themselves (name, company, position)
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#### Financials – Sandi Mannette, Treasurer

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- Current Account Balances
    - \$18,392.71 in Checking Account
    - \$334.78 in PayPal Account
    - \$18,720.49 Total Cash Balance
  - M.J. Naquin asked:
    - 1) what is the organization spending its money on?
    - 2) is there a budget and is it available on our website?
    - 3) is there an expense breakdown?
  - M. Hundley responded that there wasn't an expense breakdown report because we haven't spent any money since last meeting mostly due to current COVID 19 situation. The organization spends money on things such as books for book club, April event, headshots, etc. The budget information will be available in our Membership portal of our website.
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#### Approval of February Meeting's Minutes

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- Motion to approve by Karen Gregory
  - Motion was seconded by Lea Gibson
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#### Mission Focus – Kristi Claypool, Vice President

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- K. Claypool explained how we are using the organization's four pillars from our Mission Statement as quarterly focuses. Quarter 1 was **Connecting Business**. The group shared unique ways they are reaching out to their business contacts and staying connected during the stay-at-home orders.
- Maricel shared how she is developing a consumer-related questionnaire/survey and asked the membership to send her any ideas for questions they may have for consumers during this particular time.

- K. Claypool explained that our Quarter 2 mission focus is **Fostering Leadership** and deferred to K. Gregory for ideas on how to promote this pillar through the Mentorship Program. M.J. Naquin shared that the Book Club discussions usually morph into conversations about leadership. K. Claypool made reference to the Summoned to Soar by Angela Aja. Natalie Picha mentioned posing the question “What is leadership to you?” to the membership for discussion.

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### Communications & Events – Alex Lane

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- Spring Event is rescheduled for June 23. All other details stay the same.
- Updated invitation is ready to send for EventBrite registration
- M. Hundley called for volunteers for set up, clean up and check-in

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### Book Club / Mentoring Program– Karen Gregory

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- Summoned to Soar by Angela Aja was read in preparation for the Spring Event
- ??? – next book
- Mentoring program has been in limbo due to COVID 19
- M. Hundley called for mentors

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### Membership – Elvira Orozco

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- The brochure has been updated and is/will be put in the member portal of the website along with the membership list.
- A **Membership Guidelines** document is in the works and will also be placed on the member portal of the website. M.J. asked if the general membership would have input on establishing the guidelines. M. Hundley responded with, “yes”.
- 2020 Workshop Ideas – “How To’s”: How to Network; How to Ask for a Raise
- Member Name Tags are ready
- Marina inquired if member profiles were available. Elvira and Michelle will send out a guide to the website membership portal and Alex will publish the guide in the next newsletter.

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### Global Influence Magazine – Michelle Hundley

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- Need ideas for women to interview for the magazine
- Need members to volunteer to perform interviews
- Any ideas for topics for next edition

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### Adjournment

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- Michelle Hundley adjourned the meeting at 1:28 p.m.

**Minutes submitted by:** Sandi Mannelle

**DATE APPROVED:** \_\_\_\_\_

\_\_\_\_\_, Secretary