



Golden Gate Chapter

Agenda

Board/Leadership Meeting
May 7, 2020 – via Zoom Meeting

CHAPTER MEETING MINUTES

Call to Order

Ellen Pace called the meeting to order at 12:04 pm.

Minutes

The April 9, 2020 minutes were reviewed and approved as read.

OFFICER REPORTS

President – DeAnna Ouderkirk

Vice President – J. Ellen Pace

- Ratification of new Chapter Bylaws
 - o We are 5 votes short on ratification. Please review the updates made to the Bylaws by April 30, 2020. Linda Belcher emailed the Bylaws and all attachments are on February 14, 2020.
 - o Voting will be extended to the May 28. J. Pace will recirculate.
- The chapter will allocate funds to send condolences to DeAnna Ouderkirk and her family.
- Will continue review of calendar for the remainder of the 2020-21 Board year

Secretary - Antonia Bereal-Lee

- Next EC May 28, 2020 via Zoom
- Board/Leadership Meeting is June 7, 2020 via Zoom.
- Asks that committee reports be submitted prior to Board Meetings. Emails requesting reports will go out the week of Board Meetings.

Treasurer/Vice Treasurer – Jeff Johnson/Betty Smith

- Received check from Robert Half Legal.
- Executive Committee now has signing authority.
- Working on budget to send to board for approval at next meeting
- Will generate interim reports for board at next meeting

COMMITTEE REPORTS

Membership Report – Kim Coates and Antonia Bereal-Lee

- There are 142 members.
- Planning to do an outreach

EDUCATIONAL COMMITTEE REPORTS

Finance – J. Ellen Pace

- Pamela Villarin has been asked to lead this committee.

Human Resource -Linda Belcher

- Committee will meet and provide information by early next week.

Leadership & Management -Steve Morris

- Leadership and Management will have its first meeting on Leading During a Crisis – Lessons Learned from a Pandemic. The date and speaker is TBD.
- Need to consider moving Leadership & Management meeting because DeAnna will likely not be available on May 14.
 - May be able to reschedule the speaker – move session to end of May or top of June
 - Split the cost speaker by sharing cost with another Chapter – pricey speaker

Ops & Tech – Mike Lewis

- Nothing to report.
- Will set time to meet with Amie Morelli.

Education – J. Ellen Pace

- Nothing to Report

Certifications – Linda Belcher

- Need to be add to the Chapter Education portal and evaluation summaries.
- Providing total ratings and how many surveys collected.
- Need to know when sections are planned so that certifications can be obtained in time.

Newsletter – Sue Stratton

- Asking if anyone is willing to contribute content for the Bridge I would be happy to receive submissions.
- Looking for ideas to increase readership? Only half of the emails sent are opened.
- Possible to do some sort of raffle or quiz with a winner receiving gift card? Not sure if that's legal or been tried before? Other ideas?

Diversity Committee – Carolina Altamirano

- Jackie Hughes will resign her post as co-chair of the Diversity Committee.
- Carolina Altamirano will schedule group meetings for the coming months.
- Hopes to report on a committee as the new normal stabilizes.

Events – Linda Republicano

- No committee report, but would like to discuss some form of installation.
- June 11 – tentative date for BP Appreciation luncheon/Board Installation at Roy's. 11:45 am to 1:30 pm
- Linda Republicano will start the work in the background in the meantime.

Business Partner Committee – Jennifer Connon

- There have been 7 BP signed up for a total of \$21,700 in revenue.

	Titanium	Platinum	Diamond	Gold	Silver	
Total Dollars	\$9,000	\$0	\$4,500	\$5,500	\$2,700	\$21,700
Total Count	1	0	1	3	2	7
	Adams & Martin		Robert Half	ICS	2500	Nationwide
				iSolve	1500	IST Management
				Lexis		
				Nexis	1500	

- We are going to continue to honor the early bird pricing at this time and half-year pricing.
- We looking into a BP Appreciation/installation Lunch at Roy's for later in the year - not June 11, as previously scheduled. Thinking of moving date to July.
- We will make another push with BPs from last year who have not re-upped, as well as our list of perspectives.
- Carolina Altamirano is leaving the BP committee to focus solely on Diversity.
- Committee members are Jennifer Connon, Barrett Martinez, Hannah Lincecum, Suzanne Lawler and Matt Ogden.

Small Firm Quarterly Roundtable – Kira Hansen

- Kira Hansen had first meeting May 6
- About 1 dozen attendees

Large Firm Quarterly Roundtable – J. Ellen Pace

- Roundtable schedule for May 18th via Zoom.

Community Connection Committee – Kira Hansen/Charity Woodward

- Bingo night for Food from the Bar is May 7.
- 18 participants registered with fundraising of \$325. Revenue expected to double.
- Our general Team donation page on the FFTB website is up to \$489 of our \$1,000 goal.
- Charity and Kira are working on what events can be done, including a virtual walk for a cause, and will update as more information becomes available.
- Don't yet know if we can do the Coastal cleanup, but will provide info

Job Bank – Mike Lewis

- No new postings.

Salary Survey – Michael Koehne

- RMS contract signed. Expects to report in next chapter meeting.

Webmaster – Ingrid Hester

- Working on what will be displayed for BPs

New Business/Discussion

- Carolina A. - Need login info for FB Golden Gate page. Page originally created by Diane Camacho.

Meeting adjourned at 12:47 pm

In attendance:

Executive Committee

J. Ellen Pace
Antonia Bereal-Lee
Jeff Johnson
Sue Stratton

Board/Leadership

Linda Belcher
Kim Coates
Jennifer Connon
Penny Evans
Kira Hansen
Ingrid Hester
Suzanne Lawler
Mike Lewis
Steve Morris
Matt Ogden
Charity Woodward

Respectfully submitted,

**Antonia Bereal-Lee
Golden Gate Chapter Secretary
2020-2021**