



Board Meeting
February 13, 2024
Teams
12:00 pm - 1:30 pm

In Attendance: Michelle, Christy, Abby, Kim B., Michael Keatts, Christina Bloom, Billie Jo Brooks

- **President's Comments** –
 - Chapter Excellence
 - Meet all requirements
 - Essentials of Leadership
 - Cost \$499
 - March 26-28 approved
 - Insurance expires 8/31/24 with Travelers (attachment). Premium \$165. Review and be prepared to address closer to the date.
 - CRT – Feb 21 for Board Transitions
 - National ALA Meeting
 - Aurora, CO
 - May 17
 - Sponsor One Board member and One Member
 - \$3500 for each attendee
- **Membership** – Kim K.
 - No updates.
- **Secretary's Report/Approvals** – Billie Jo
 - January 2024 Minutes Approved
- **Treasurer's Report** – DeAnna
 - Treasurers Report review.
 - 2023 financial report
- **Past President** – Kim B.
 - Nominating committee update
 - Question presented whether the chapter needs a diversity committee.
 - Nominating Committee - Cathy Scourby, Mark Tucker, Kim Brown
 - 2024 Board nominations under consideration by the nominating committee. The committee will reach out to those interested in the positions.
 - 2024 Nominations and :
 - Christy Purgason, President
 - Billie Jo VP – President Elect / Membership
 - Tracy Fiaco – Business Partners
 - Erin Polley - Treasurer
 - Daniel Dann -
 - Joe Loving and Kathy Scourby – Community Outreach and Caring Committee

- April – Social Media
 - CLM – Abby
 - Statewide Retreat -
- **Business Partner Liaison** – Christy
 - 2024 Business Partner 101 attendance
 - 18 registered for the event
 - 2024 Business Partner – Update
 - Continue quarterly membership morning break in various locations in Richmond
 - Summer happy hours
- **Programs & Education Chair** – Dave
 - Program update- attachment
 - Calendar update- We need to get March and last half of year loaded on site
 - February- Accounting Roundtable
 - Additional social media post
 - Encourage accounting team members to attend free of charge
 - March- Christy reached out to Creative regarding content
 - Steelcase present on trends in operations.
 - April 16 – Panel of Speakers on Setting Up Your Client Facing Website.
 - Legal Marketing Association partnership
 - At Troutman Pepper
 - May- ADA already loaded on site
 - June – Corporate Transparency Act presentation planning in progress.
 - July – Leadership – What Kind of Leader Are You?
 - August – December – In Progress
 - Board meetings- April meeting in person
- **CLM Education Chair** – Abby
 - Report on coffee event from February 7
 - Bounce list/Star Chapter discussion – bounce list attachment
 - Reregister for CLM successful
 - CLM Accredited sessions will be available at the State Retreat.
- **Communications** – Abby/April
 - Continue to do the promotional postings
- **Community Outreach and Caring Chair** – Abby/Michelle
 - Tech for Troops- schedule- Abby
 - Able to select time period and date
 - Dismantling, cleaning and destruction
 - Protective gear provided
 - 8:30am – 4:30pm operation hours
 - 10-year anniversary
 - Tentative - Friday, April 26 1pm to 4pm
- **Virginia Statewide Retreat Chair** – Michael
 - 2024 State Retreat
 - Check amount \$12,925
 - Sponsors attached
 - 78 registrations compared to 74 in 2023

