

Provender Board Meeting Minutes
Thursday, September 17, 2015
4:00-6:00 PM

Board Members Present:

Renee Kempka
Meg Kennedy
Stacy Kraker
Mel Minton (late)
Rachel Mitrani
Evelyn Murphy
Ian Stoy

Staff Present: Susan Schechter

Minutes compiled by Susan Schechter

Welcome, Introductions, member comment:

Everyone introduces themselves and their most memorable or best vacation.
No member comments.

ED Report

- A few additional successes since report was submitted
 - More registrations have arrived, lots of work trade apps
 - Ballots will be in tomorrow's mail
- Tours are still not confirmed, too many missing pieces
- Rachel offered to spearhead body care donations
- Ballot counting will be at 3 PM on Friday (rather than 2:30)
- No carrot costume from First Alternative
- **Renee will reach out to Sundance about their carrot costume**
- Board members love new format, abbreviated yet gives a better organizational perspective

⇒ **Minor agenda revisions:**

- Todd's proposal for budget considerations
- Google site homework page to use as a tool for updating progress
- Strategic plan conversation-calendar updating, research topics and timelines

Strategic Plan Continued Conversation

- Include 10 minute Homework discussion on each agenda moving forward
- **Rachel will move homework assignments from meeting minutes to homework page**
 - **Add column for homework topic (i.e. strategic planning, ends, strategic planning research topic, etc.) and column for due date**
- Consider movement in a strategic direction

- Do we hire a facilitator for April/May retreat
- Budget for it and decide later whether we need it or not
- Review of Todd's proposal for 2016 consultations services (including on day retreat facilitation and four leadership training sessions, specifically for Renee, perhaps for other leadership training opportunities for other board members)
- Agreement to include all expense proposals in board budget
- Question: will board have two-hour conference call in October? (after decision to not have conference call in months where there is an in-person meeting)
 - Board needs to submit budget in October
 - **Stacy, Renee and Susan to meet off-line to discuss board budget**
 - **Include a 20-minute discussion at conference meeting to discuss and approve board budget**

Ends Report

Continue where we left off at previous meeting to wrap up comments on the last three sections of our Ends statement.

- "Our community will be better educated..."
 - Information presented DOES prove that we are doing this
 - Included opportunities, ways to move forward
 - Inspiring and answered the questions
 - Journal and conference opportunities, what to do in the future (survey, attendees to January board training)
 - Best way to gauge success is through survey and appreciate recognition that it needs to happen
 - Include web site as another educational tool and opportunity (especially if electronic Journal is available and blog posts)
 - Categorization of workshops and historical perspective: indicates trending topics
 - Referring to 2013 survey is old information; new survey is an opportunity
- "Our community is inspired to..."
 - *Struggling with format of questions regarding information board is looking for and looking forward to revising the analysis questions to make them our own*
 - Liked that report was broken up in sections specifically addressing each bullet point in which we hope are members are inspired to accomplish; creates a nice flow
 - Includes information about how our members engage with Provender and the impact Provender has on their daily business and how the conference specifically impacts the decisions into the future of our members
 - Describes what events, resources and tools Provender provides in order for our members to be inspired to accomplish each of the bullet points
 - Enjoyed reading the conference feedback and how it applies to the topic
 - This proof certainly shows that we are meeting the members' needs especially at the conference and that they are being inspired to implement changes and ideas brought forth at the conference into their businesses
 - Issue of using 2013 survey information: do we need to see evidence each year of meeting these Ends or is it okay to say last year we had proof of it and how do we get that information on an annual basis

- Implications: lots of survey ideas, maybe doing some simple ones throughout the year instead of comprehensive
- “We are motivated, influential, passionate leaders”
 - Seems to be shortest section of report
 - More challenging to quantify
 - Take-aways: who we have attracted to the conference and what our members are doing
 - Interesting comments about the committees and could be expanded
 - Board could help frame this section a bit more in terms of what board would like to know and what it means to the board; provide more feedback
 - Interpretation seems right and not sure the proof matches (i.e. keynote speakers who we pay and are not members and we are not influencing them)
 - Like examples of our influential members; might be an opportunity to expand and celebrate our communities’ successes and leadership (i.e. through member news)
 - Love the idea of polling members to define and describe how they fulfill these attributes
 - Attracting leaders to committees and how does board work fit in with that
 - Overall we know that we do this and how does the board help document and track this to support reporting

Good Ends report overall.

Are questions serving the purpose of providing confidence in approving report.

- How to approve report
 - Didn’t hear any issues about report
 - Final opportunity to discuss
 - Discussion about whether to combine and share comments from each board member
 - Rewriting question will help direct how report is interpreted and provided
 - **Board members will send abbreviated notes and comments to Rachel to compile on board Google site**
- **Evelyn and Renee will to review and revise questions regarding Ends examination and analysis to make them specific to Provender. Rachel will review revised questions.**

CONSENSUS: Ends report approved unanimously

Conference Activities

Review work trade schedule and sign up for unassigned tasks

- Reviewed work trade schedule and filled some vacancies
- All board members have access to the document and can need to sign up for two meal ticket taking slots and workshop monitors

General Membership reminders and homework check in

- Check-in on any missing parts for meeting
- **Renee will ask Sundance about borrowing their carrot costume (again)**
- **Renee will create an agenda for General Membership Meeting (the order that everyone will speak, intros, each board member has 2-3 minutes), will also include items to bring**
- Confirmed pre-conference huddle for 6:15 PM on Wednesday

Meeting Evaluation

- Wrapping up ahead of schedule
- Working with new agenda format is challenging
- Everyone on time and prepared and ready to go
- Thanks to everyone's contributions

Executive Session

NEXT MEETING:

October 17

In-person in Hood River

HOMEWORK

- **Renee will reach out to Sundance about their carrot costume**
- **Rachel will move homework assignments from meeting minutes to homework page**
 - **Add column for homework topic (i.e. strategic planning, ends, strategic planning research topic, etc.) and column for due date**
 - **Stacy, Renee and Susan to meet off-line to discuss board budget**
 - **Include a 20-minute discussion at conference meeting to discuss and approve board budget**
 - **Board members will send abbreviated notes and comments to Rachel to compile on board Google site**
- **Evelyn and Renee will to review and revise questions regarding Ends examination and analysis to make them specific to Provender. Rachel will review revised questions.**
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