

DAMA International



Board of Directors Meeting Minutes

DAMA International
364 E. Main St # 157
Middletown, DE 19709

Meeting Date: 9/8/2018

Meeting Time: 9am EDT

Attendees:

Board Members (voting):

- Loretta Mahon Smith, President (LMS)
- Susan Earley, VP Finance/Operations (SE)
- Stacey Haurin, VP Chapter Services (SH)
- Chris Bradley, VP Professional Dev (CB)
- Ken Dunn, VP Member Services (KD)
- Lowell Fryman, VP Online Services (LF)
- Jerrod Young, VP Marketing (JY)
- Cathy Nolan, VP Conference Services (CN)
- Ray McGlew, Presidents' Council Chair (RM)

Admin/Staff:

- Marilyn Sargent, Admin Support (MS)
- Nelson Goucher, Treasurer (NG)

Board of Advisors:

- Karen Lopez (KL)
- John Zachman (JZ)

CDMP Fellows:

- Deborah Henderson (DH)

Board Members (non-voting):

- Peter Aiken, Past-President (PA)
- (Vacant), Governance Officer

Invited Guests:

Call to Order 9:11am EDT

I. Roll Call – Quorum (5+) present

II. Approval of meeting minutes for August 25, 2018.

Motion RM Second CN

Passed by Acclimation

III. Review Agenda for any additions/updates

IV. Board Actions:

A. Money owed to Pat Cupoli's estate

Tabled to next meeting – need more information

B. Governance & Privacy Officer appointment (term ends 2018)

Tabled to next meeting

C. Remove the question submission requirement from CDMP re-certification process.

Motion CB Second SE

Passed by Acclimation

D. Change the Certification Substitution requirements to allow the following as substitutes for one elective only:

DAMA International



Board of Directors Meeting Minutes

- TOGAF
- Zachman
- Prince2
- PMP
- TDWI - CBIP / CBAP
- ISC2 - CISSP
- BCS / ACS - DMSG (Data Management Specialist Group)
- MSc Information Management
- MBA / Informatics
- IRMS – CDGP / CIP
- AIIM – CIP
- ICCP – CDP
- ISACA - CISA, CRISC, CISM or other validated certification (including IIIQ)

and update dama.org website to show current approved list.

Motion CB Second SH

Passed by Acclimation

Action item: CB to draft process for allowing non-listed certifications to be accepted.

V. Discussion Items:

A. New implementation process:

1. Hold board meeting
2. Draft minutes.
3. PC Chair drafts and sends out email to chapter Presidents.
4. VP Membership drafts and sends out email to Central members.
5. President to update individuals personally impacted.
6. VP Operations/VP Online to update website with details as needed from VPs.
7. VP Marketing/Comms to post links to announcement on social media.
8. Finalize and approve minutes in following board meeting.
9. Post finalized minutes on website

B. Rename Central Members to Global Members

Action item: KD to make a committee, to present proposal to create a position either on the DAMA I board to represent them (similar to PC Chair) or add them to PC. Find the best way to have the Global/Central/At-large membership represented on the DAMA-I Board. (Eugene Destanyk, Linda Kresl) Also creating affinity groups/relationships with other organizations. PA, CB, CN volunteered to participate. Do not create another chapter for this. KL can provide history/context.

Nelson left at 10:28am EDT

C. Corporate Membership



Board of Directors Meeting Minutes

Action Item: SE to form committee (including PC members) to determine pricing for all membership products and form a proposal for next meeting.

- D. Doodle renewing on Sept 15th –\$69 annual

Action Item: SE to renew for another year.

- E. GoToMeeting Renewal at end of month –1176 annual for 2 lines

Action Item: SE to renew one license for 1 year, or 6 months if possible while we investigate using Skype for Business that we already have with O365.

VI. Staff Reports

- A. Virtual Assistant (Marilyn)

- 1. Introduction

- B. Treasurer (Nelson)

- 1. 2017 IRS 990 status

- 2. Meeting with accountants/bookkeeper later in month to address issues

VII. Board Reports

- A. President (LMS)

- 1. Legal advice: Interactions with sanction countries – Current lawyer not appropriate for this issue.

Action Item: SH to find out what other organizations do to sell memberships/chapter affiliations in sanctioned countries. PA (IEEE) KL (ACM) CB (PPDM) or PMI, etc. Draft policy for this. For now, we say 'not yet' for chapters in countries with US-imposed sanctions.

Action Item: SE to investigate how many members / CDMP test takers are from sanctioned countries.

- B. VP Operations (SE)

- 1. Trademark Infringement update – awaiting word from lawyer

- 2. Received physical assets from former admin, all with UK plugs.

- 3. Training Marilyn to help get caught up on outstanding deliverables

- a) Membership DMBOK2 download codes

- b) QBO prep for membership reconciliation with CiviCRM

- 4. Keeping up with HelpScout issues for membership, cdmp testing

- a) Overdue on certificate printing

- b) Trying to keep up with remaining test execution setup and delivery

- c) Every step is a manual process to find out what needs to be done and do it.

- C. VP Finance (SE)

- 1. Financial report review

- 2. CiviCRM/QBO reconciliation



Board of Directors Meeting Minutes

- a) Memberships – about to start
- b) CDMP tests
- c) CDMP Re-certification

D. Chapter Services (SH)

1. Chapter Statuses

41 forming chapters, 2 struggling chapters, identify struggling chapters (survey)
What triggers a chapter to be far enough along in their formation to receive an invite to the PC? (sending in formation paperwork to VP Chapters)
Should forming chapters vote on PC issues?(up to PC to decide as internal policy)

Note: Affiliation fee is not charged for the first year a chapter is in Active status.

Action Item: SH to work with SE to draft survey to send to chapters to find out how they are doing

Action Item: Add confirmation of affiliation agreements by motion into Board meeting agenda (as contract signed by both parties)

2. Chapter Development Kit and Onboarding steps - Work in Progress

Action Item: SH/RM to create documentation/policies for onboarding chapters

3. Meetings for Forming Chapter - 3 kickoff mtgs, 1st regular mtg is 9/19 7-8am EDT, multiple 1:1 (Italy, Romania, Colombia, Congo, New Orleans)

4. 2019 Chapter Affiliation Agreement

Action Item: SE/SH/RM to work on 2019 Affiliation agreement to be reviewed by Legal, and recommend Bylaws changes to fix issues regarding Australia affiliation

5. Tracking chapter information on DAMA.ORG chapters pages

6. SharePoint - SP invites sent to all active chapter PC members, Australia DAMA Organizational Framework

E. Professional Development (CB)

1. CDMP

Action Item: CB to hold a meeting with committee to review requirements before RFP sent out

VIII. Old Business

A. Review any outstanding action items from prior meeting

Action Item: JY/LMS to figure out standard for abbreviation/branding of DAMA-I, DAMAi, DAMA I, etc. (branding)

IX. New Business

A. DAMA I Fall Election

1. Schedule

2. Nomination Committee appointment

Action Item: PA to form new nomination committee with same people. Schedule due by next PC meeting. Notify PC that yahoo group will not be used for election notifications. Will work on providing forum on PC SharePoint to replace yahoo group functionality.

DAMA International

Board of Directors Meeting Minutes



Adjournment

Motion LF

Passed by Acclimation

Meeting Adjourned at 10:59am EDT