

DAMA International



Board of Directors Meeting Minutes

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

Meeting Date: 9/22/2018

Meeting Time: 9am EDT

Attendees:

Board Members (voting):

- Loretta Mahon Smith, President (LMS)
- Susan Earley, VP Finance (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 9:30am EDT

I. Roll Call – Quorum (5+) present

II. Approval of meeting minutes for September 9, 2018.

Motion RM Second LF

Passed by Acclimation

III. Review Agenda for any additions/updates, take things out of order

IV. Board Actions:

A. Pay money owed to Pat Cupoli's estate for work done on Certified Educator Program in 2010.

Motion SH Second SE

Passed by Acclimation

SOW for certified educator program (22 steps, processes, templates) \$6K, could pay to estate or to a scholarship

Action Item: DH to reach out to PC family to find out how to disburse the funds

B. Approve ordinary and expected expenses for October 2018

Motion SE Second LF

Passed by Acclimation

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C. Governance & Ethics Officer appointment until end of 2018

Appoint Karen Lopez as Governance and Ethics Officer until the end of 2018

Motion: CN **Second:** SH

Passed by Acclimation

D. Approve Marketing Agreements to be signed

None at this time

E. Approve Affiliation Agreements to be signed

None at this time

Action Item: LMS to contact IRMAC to discuss re-affiliation.

V. Discussion Items:

A. DAMA I Fall Election

Action Item: PA to give SE/LF text to post on dama.org by 9/30.

B. CDMP

Action Item from prior meeting: CDMP RFP

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

C. Volunteers for sitting committees

Action Item: RM to solicit volunteers from chapters

Action Item: KD to solicit volunteers to be drawn from central members. SE can show KD how to do emails from CiviCRM.

D. Chapters

Action Item from prior meeting: Interactions with countries under US Sanctions

IEEE provided information to PA on how they interface with organizations in countries with sanctions depending on level. Educational and Mission-driven are allowable. Financial agreements should be avoided while under sanctions. Affiliation agreement should state that the chapter is responsible for vetting according to existing rules and regulations.

New: Foreign country bylaws issues

New: Website services for chapter website work

E. Marketing & Communications Services (JY)

1. **DAMA-I**, DAMA I, DAMAI, DAMAi: which to use (branding)

Action Item: JY to provide a recommendation so we can update all docs to comply

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2. TDAN article (qtrly) 1200 words

- a) new chapters highlight for next article – Italy, Romania, Poland can contribute
- b) EDW (save the date)
- c) CDMP (brief update)

Action Item: LF/PA/LMS to work with JY on TDAN articles

3. Marketing contracts/co-marketing update

- a) CN sending to JY for twitter for conferences (official tweets)
- b) DGIQ Winter notifications

Action Item: SE/LF to train JY on Facebook, LinkedIn, dama.org for updates

DH left at 10:06am EDT

Action Item: Add to next meeting agenda 10 minutes in discussion for JY social media/marketing ideas, JY to send out summary before next meeting

4. Alternate channels for promoting conferences (sponsored conferences specifically)

Action Item: KL to send suggestions to JY/CN, review current agreements

JY left at 10:13am EDT

F. US Dept of Labor/O*NET request to survey members for data management position information

Action Item: LMS to set up meet with DOL to get more info, include SFIA.

G. DMBOK2 Image rights for for-profit use – John Webb request/ciria.org

Action Item: Board to establish policy for for-profit use of DAMA International IP

Action Item: KL to review current licensing wording for Creative Commons

Action Item: KL to work with PA to review current recommendation and make a recommendation that leads to a policy

H. DMBOK2 upgrade request – LMS directs SE to proceed

I. DAMA Foundation

Action Item: DH to lead committee to make recommendations, reporting to LMS

J. Plan for addressing GDPR

Action Item: KL/SE/PA to create file documenting why we don't have a policy/Privacy officer at this time. Privacy officer is not defined in Bylaws.



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Action Item: LMS to contact Lisa Olinda / Daragh O'Brien to provide SharePoint location or to provide the documentation.

Action Item: KL to work with SE to find or create a 'Minute Book' for DAMA-I to hold all important legal documents.

RM left at 10:32am EDT

VI. Staff Reports

A. Virtual Assistant (Marilyn)

1. Membership reconciliation of CiviCRM/QBO status

B. Treasurer (Nelson)

1. Family emergency notification

Action Item: SE to create formal report to Board regarding actions taken over last few months to be able to create accurate financial statements for 2017 and 1Q 2018.

VII. Board Reports

A. President (LMS)

LMS expressed gratitude for all the hard work everyone has provided as volunteers to get us to this point.

B. Online Services (LF)

1. Moodle status and support – upgrade done to help with timeout issues
2. DAMA Italy chapter site – wait a week to get into October hours

Action item: LF/SE/SH to identify chapters who are hosted on dama.org platform and cost to DAMA-I, and create a plan for migrating them off to free wordpress sites. We get 8 hours per month included in support, no rollover.

Action Item: LF to contact DevHaus about rolling over unused hours.

LF left at 11:12am EDT

C. Conference Services (CN)

1. Upcoming conferences in general

PA going to DMZ Madison, can use Stacey's deck from DMZ Europe, if necessary. CN and/or SE can drive up as well. CN to talk to Steve Hoberman to see what is possible.

Adjournment

Motion SE

Passed by Acclimation

Meeting Adjourned at 11:16am EDT