

# DAMA International



## Board of Directors Meeting Minutes

4/27/2019 | 8:05 am PDT • 10:05 am CDT • 11:05 am EDT • 16:05 GMT London | GoToMeeting

### Attendees

#### Board Members (voting)

- Loretta Mahon Smith, President (LMS)
- April Reeve, VP Finance (AR)
- Lindy Kresl, VP Operations (LK)
- Stacey Haurin, VP Chapter Services (SH)
- Chris Bradley, VP Professional Dev (CB)
- Frank Kadwell, VP Member Services (FK)
- Lowell Fryman, VP Marketing (LF)
- Cathy Nolan, VP Conference Services (CN)
- Jerrod Young, VP Online Services (JY)
- Ray McGlew, Presidents' Council Chair (RM)

#### Board Members (non-voting)

- Peter Aiken, Past-President (PA)
- Eva Smith, Governance Officer (ES)

#### Admin/Staff

- Marilyn Sargent, Admin Support (MS)

#### Board of Advisors

- John Zachman (JZ)
- Karen Lopez (KL)
- Susan Earley (SE)

#### CDMP Fellows

- Deborah Henderson (DH)

#### Directors-elect:

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**Call to Order: 8:05 am PDT • 10:05 am CDT • 11:05am EDT • 16:05 GMT London**

**Roll Call** – Conducted by LS.

### Approval of Minutes

- Approval of meeting minutes for March 30th, 2019.

**Motion:** FK\_\_ **Second:** CN\_\_

- Approval of Ordinary Expenses for May 2019.

**Motion:** \_CN\_ **Second:** RM\_\_

### Agenda Items

1. Open the meeting, roll call
2. Approval of Minutes
3. Motions
4. Board Reports
5. Old Business – New Business
6. Process check & Close the meeting

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
Make changes to GoToMeeting conferencing(motion)	FK	5/15/2019



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<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
AR to schedule a working group for budget, along with budget proposal ready to vote	AR	5/15/2019
Frank will meet with Karen to discuss Teams, he will also put together a detailed report of the evaluation of the conferencing software	FK, KL	5/15/2019
Working committee for the volunteer position of regional coordinator	SH	5/15/2019
<b>Review the Contract Support Job Descriptions</b>	<b>All</b>	<b>5/15/2019</b>
Research on LinkedIn to change the company name	FK	6/15/2019
Stand up committee for IT Services	JY	6/15/2019
All board members will edit the document with the verbiage required by - 5/15/2019	ALL	5/15/2019
<b>Agenda for Chicago board meeting be shared one week before. The appointment calendar needs to be updated ASAP.</b>	<b>LK</b>	<b>5/1/2019</b>
LS creates the agenda for the Chicago BoD meeting. Send items to LS by 9/15/2019.	LS	9/15/2019
	All	9/15/2019
Elections & Bylaws working shall give a report in the next board meeting 5/24/2019	ES	5/24/2019
Need to review the messaging in HelpScout with the entire board. Need to look at the SLA for replies.	LK	7/15/2019

### Board Motions

- Document Retention Policy is approved.

**Motion:** \_\_ **Second:** \_

Table the motion until the next meeting.

**Motion:** FK\_\_ **Second:** \_AR\_

- Publish job descriptions after May 20<sup>th</sup> and recruit for three part-time contract staff:
  1. Information Technology (IT) Specialist



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2. Customer Service Representative (CSR) for CDMP and other areas that need support.

3. Project Coordinator

**Motion:** LK\_\_ **Second:** CN\_\_

Passed by acclamation.

- DAMA International, approves the allocation of \$25,500 for a Board of Directors meeting and review of CDMP exams. Oct. 12-13 in Chicago, IL, in conjunction with Dataversity Architecture Summit.

**Motion:** FK\_\_ **Second:** \_CN\_

Passed by acclamation.

The Board of Directors of DAMA International approves a one-time total contribution of \$5000 for the initial Italian translation of the DMBok 2.0, Dictionary of Terms and Navigating the Labyrinth.

**Motion:** \_SH\_ **Second:** \_FK\_

Passed by acclamation.

### Talking Points

- We all agreed that LS would continue with the Marketing role
- Discussion was positive for the Italian translation of the DMBok.
- More work needs to be put into the training materials for the Document Retention Policy.

### Officer Reports – (Ran out of time)

- VP, Member Services
- VP, Chapter Services
- VP, Conference Service
- VP, Professional Services
- VP, Financial Services
- VP, Operations
- VP, Marketing/Communications
- VP, Online Services
- Past President
- Presidents' Council Chairperson
- Governance and Ethics Officer
- President

### Old Business

- In one month, we will address the Marketing position replacement. Lowell will come back and we will fill in for another month. Loretta is filling in.

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### **New Business**

- Approval of motion for Document Retention Policy
- Approval of Contract support staff

### **Motion to adjourn \_CN\_**

Meeting ended at 9: 58 am PDT