Call to Order: 8:05 am PDT • 10:05 am CDT • 11:05 am 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

<table>
<thead>
<tr>
<th>Action items</th>
<th>Person responsible</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Make changes to GoToMeeting conferencing(motion)</td>
<td>FK</td>
<td>5/15/2019</td>
</tr>
</tbody>
</table>
### Action items

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

### 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 20th and recruit for three part-time contract staff:
  1. Information Technology (IT) Specialist
2. Customer Service Representative (CSR) for CDMP and other areas that need support.
3. Project Coordinator

**Motion:** LK__ **Second:** CN__
Passed by acclamation.


**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.
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