

# Board Meeting 04/19/2024

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19 April 2024 / 11:01 AM / Teams

## ATTENDEES

Lindi Miller (HNTB), **Katie Story-Hogue (AFCO)**, Suzanne Peyton (LIT), Amanda Furr (Michael Baker), Kristen Spickard (Garver), **Jessica Halbrook (Garver)**, **Julia Phillips (BGE)**, Jill Marchese, Claire Shoppe (McClelland), **Katie Rutledge(Halff)**, Keli Wylie(ARDOT)

Present attendees *in BOLD*

## AGENDA

### Approval of Minutes

- Minutes **APPROVED** as written: Julia motioned to approve, Lindi 2nd



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AR-Board Meeting M



2024 WTS  
Budget.xlsx

### Old Business

#### Action Items:

- **COMPLETE**-Prepare Chapter Report items-submitted 4/16/2024- Amanda, Jessica, & Kristen
- **COMPLETE**- Swag recommendations for voting - No new swag needed
- **WORKING**- Website update-Kristen
  - Update photos as needed
  - Upload Board Meeting Minutes
- Bank Account officer updates-Jessica, Suzanne, Lindi, Keli/Zach- NOT COMPLETE

#### Old Business:

- Add event calendar to Agenda for visibility
- Happy Hour sponsors needed for July and October events
- Programs Planning Discussion:
  - June Program focus-Katie R. provided list of possible directions with recommendation of theme on Styles of Leaders/Leadership
  - Program Direction:
    - June: Styles of Leaders/Leadership

- September: Complete Streets
    - November: Update on NEVI program
  - Katie R. will need Intro help for June program-Lindi and Katie S. volunteered to assist
- NWA Events Discussion:
  - NWA Lunch Program needs to be determined but was agreed should focus on latter half of the year
  - Katie S. to send emails to partners with short survey to get perception and interest for NWA events, Kristen to send survey in next Newsletter
    - Katie S. and Kristen to develop NWA interest survey

## **New Business**

- By-Laws are due for update and review by WTS-I per recent WTS-I Secretary break out session Quarterly Leaders Meeting
  - Signed By-Laws 5/23/2019
  - Amanda will send out for review and work on update and review process through WTS-I

## **Committee Chair Reports**

### **Membership - Julia & Claire**

- 53 members, several past due members, 4 student members
  - Determined Honorary Member-Marie Holder will continue member status
  - Need to send Ms. Holder a letter to this affect, ask Keli how to best handle the notification

### **Finance - Jessica**

- \$72K in the account, still processing remaining Gala expenses
- Jessica to send out Spring partnership invoices
- CEI paid partnership
- More NWA Partnerships are needed
  - Kristen working on graphic

### **Communications - Kristen**

- Communication timeline available in word
- Next up: Chapter Check In-AFCO Tour
  - Katie S. to coordinate and looking into Lunch options similar to ASCE box lunch idea
  - Tentative Date-May 16<sup>th</sup>, new date to be determined at next Board meeting

### **Programs - Katie R.**

- Refer to Old Business: Programs Planning Discussion above

### Outreach – Katie S.

- Value Survey email to partners
- Possible feature for social media: Casey Covington podcast

### Special Events – Jill

- Jill leaving employer, will update contact info after settling at new employer
- WXYZ Bar will have extended happy hour time frame
- July HH should be considered for joint venture, venue requires Buy-out or consider change of venue to Bar Louie
- NWA HH sponsorships/locations/interest- Julia to research

### Scholarships – Lindi/Amanda

- Scholarship update
  - Suzanne, Lindi, Amanda, Jessica, Katie S. working on scoring applications
  - Will hold short selection review meeting and send 2 applicant names to Jane Jones, Arkansas Community Foundation by April 30

## GENERAL DISCUSSION

- None

## 2024 GOALS

1. Increase attendance for Annual Conference
2. New Events
  - a. Members Only event in place of Chapter Check-In
  - b. Partnership Recognition event
3. Increase student membership.
  - a. 1 person to speak in class per semester

## ACTION ITEMS

1. Complete Bank Account officer updates – Jessica, Suzanne, Lindi, Keli/Zach
2. Develop NWA event interest survey – Katie S. and Kristen
3. Scholarship Applicant Selection – Suzanne, Lindi, Amanda, Jessica, Katie S.
4. By-Laws update and review – Amanda
5. Website update-update photos, upload meeting minutes – Kristen
6. Send out Spring partnership invoices- Jessica

## NEXT MEETING -MAY 3, 2024