**EXECUTIVE BOARD MONTHLY MEETING**

September 9, 2022

2:00 – 3:00 pm

1. **Welcome**  (Dr. Nina Talley 2:00pm-2:10pm)

* **Attendance:** Alicia Camak, Erica Crawford, Tainne Dallas, Richard Fajardo, Dr. Helen Green-Esterly, PhD., Rachel Richardson, Taylor Slocum, Dr. Nina Talley, Christine Yancey, Ryan Wilhelm.

Not in Attendance: Bethani Burkhart, Emma Dunn, Dr. Evan Faidley, Chelsea Francis, Erin Liggett, Kaleigh Mahon.

* + Humanity Check!

1. **Report from the President** (Dr. Nina Talley 2:12pm- 2:29pm)
   * Leading with your Strengths-
     1. Dr. Talley reviewed that Executing and Relationship building were our top team strengths, and asked each member to consider how individual strengths contribute to our board dynamics.
     2. Dr. Talley also offered additional reports from Gallup to any member who would like to follow up and receive individual consultation and review together.
   * Overview of Month’s Accomplishments-
     1. Included Dr. Faidley and Dr. Talley identifying a company to assist us in reimaging our website, collaboration opportunity with Kenton, KY Library system to empower practitioners and participants in educating us on professional development topics and events. This resource is now available to participants throughout the state of Ohio as a result of recent efforts!
     2. An additional partnership underway include a collaboration with the committee at SOCHE, that may require a nominal membership fee.
     3. Ohio now also has a seat at the table at the Ohio legislative and government relations to provide a voice for constituents.
     4. Discussions are underway with key individuals throughout the country in order to assist us in developing a diversity and inclusion committee and opportunities for ongoing education and professional development.
     5. Two members are asked to enroll in the diversity and inclusion leadership certificate program through OCA. More information is available at the OCA website. These resources will be updated on our website as they unfold.
2. **Officer Update Reports** (2:29pm- 3:15pm)
   * President Elect – Christine Yancey
     1. 2023 OCDA Conference: Ideas & Logistics
        1. Three themes discussed included Career Development for the Future and Beyond- creating a global thumbprint for an increasingly diverse talent pool, Career Development- creating engagement that is globally consistent and regionally relevant for key constituencies, and The World of Career Development- Creating broader engagement through diverse and innovative strategies.
        2. **Need Board Approval for Title of Conference** As the board further discussed, an emerging themes of, A Whole New World: Career Development & Engagement in an Ever-Changing World was presented. Chair put in motion for approval after discussion, with consensus to approve from all present.
     2. **Virtual or in-person** Board discussed options of format of having annual conference in an in person, virtual, or hybrid format. Discussion on dates was also held, and consensus was to hold during May 18th and 19th instead of the 11-12th due to potential conflicts with higher education final exams/graduations. Consideration to finalize dates and conference type will be discussed at next board meeting.
   * Past President – Dr. Evan Faidley was unable to attend and will report at next month’s meeting
   * Treasurer’s Report – Erin Liggett was unable to attend, but Dr. Nina Talley reported $15,936.84 is current account balance.
   * Membership Report – Ryan Wilhelm shared we have 141 members
   * Membership Awards & Engagement – Taylor Slocum
     1. Meet & Greet Plans shared via google doc link regarding details of virtual September Membership Meet and Greet for members to network, enlistment of volunteers to assist with moderating breakout rooms with accompanying topic selection, and possibility of raffling prizes. Breakout volunteers are asked to select a topic, provide an icebreaker, and present resources to structure breakout room networking. Topics will be circulated by e-mail after meeting and those not used will be used throughout the year and at the conference. Date and time proposed is 9/23 from 3:30-4:30pm.
   * NCD Month – Erica Crawford
     1. Plans & Assignments (Week, Month, Day) Erica shared a brief overview of events and topics, including a few coffee chats centered around an article to discuss, a few more structured activity such as mental health first aid, and happy hour meet and greets in centralized locations to allow members to network in person.
   * Membership at Large – Alicia Camak shared goal to do post-event surveys in partnership with membership initiatives to gain feedback from attendees.
   * Secretary – Rachel Richardson
     1. Contact Information requested from members for accurate distribution of board communication and display on website with reminder to send bio and picture to Kaleigh Mahon
     2. Passwords and Access able to be given by sharing gmail e-mails
   * Social Media – Chelsea Francis update given by Dr. Talley requesting events to be shared with Chelsea
   * Website – Kaleigh Mahon not able to attend
     1. **Need Board Approval for Action –** to be done at next meeting
   * Archives – Richard Fajardo requested access to google docs
     1. Newsletter – Bethani Burkhart is not able to attend, Dr. Talley reported on her behalf that newsletter announcing new board members & meet and greet is underway
   * Professional Development – Christine & Nina
     1. Upcoming Events & Plans workplans shared and asked that within two weeks from today each person responsible shares input and voice on plan for execution of goals.
3. **Vision for 2022-2023 – Dream B.I.G. Workplans (Nina)** (3:12pm-3:14pm)
   * Workplans for 5 Dream B.I.G. Goals
   * Voice of the Board
   * Upcoming Events/Plans for the Year
   * Parent Organizations (OCA/NCDA) status, structures, resources, benefits, challenges:
     1. OCA: Leadership Training/Update; OCA President (Staci Tessimer) Guest at next meeting
     2. NCDA: Proposals for National Conference
4. **Approval of Retreat Minutes (Robert’s Rules)** (3:14pm- 3:15pm)will be shared by e-mail with request to obtain member approval via groupme.
   * Motion to approve-
   * Second-
5. **Adjournment** (3:16 pm)

Minutes submitted by: Rachel Richardson