

IABC Great Plains

Board Meeting Minutes

Sept. 14, 2017

National Energy Center of Excellence – Room 303, 12 – 1 p.m.

I. Call to Order

Chris Gessele called the meeting to order.

II. Roll Call (4 board members constitutes a quorum)

Board members present were Chris Gessele, Krista Rausch, Annette Willis and Lacey Lange. Alicia VanBuskirk, Starion Bank, was also in attendance.

III. Portfolio Reports

Chris reached out to the Minnesota chapter's president for any event planning best practices, at the suggestion of Angie Robert, IABC Great Plains' PPR Chapter advocate. He is waiting on a reply.

Chris will provide Krista with a season kick-off write-up to post on the website.

Krista has set up a Constant Contact account and will be sending monthly newsletters to members. Members can join the mailing list by filling out a form on the IABC Great Plains' website. She asked that board members provide her with any information they would like to see included.

Krista suggested handing out small flyers at each IABC Great Plains' event that encourage people to sign up for the mailing list. She will talk to Annette about this.

Krista would like to get a picture of all of the board members together. She will use this photo to introduce the 2017-2018 board on Facebook, in the newsletter and on the website.

Krista has reached out to business and communications professors at the University of Mary. She inquired about hosting a professional development event targeting students on campus. She is waiting for a few replies.

IV. Open Issues

Alicia VanBuskirk, Starion Bank, attended the meeting to discuss the board's bank account. She explained that the debit card did not work, because it was canceled after a new card was issued. Alicia added the names of Annette Willis, Krista Rausch and Lacey Lange to the bank account. New debit cards will be issued to Chris Gessele and Lacey Lange. Once they receive their cards, they will notify Alicia, and Erin's credit card will be canceled. The cards should arrive within six weeks.

The address associated with the credit card is: PO Box 7131, Bismarck, ND, 58507. Lacey committed to checking the mailbox.

Beers with Peers will be held at Lucky's 13 Pub on Sept. 21. At the time of the meeting, 17 people had indicated on Facebook that they were interested in attending the event. Eight people indicated they would be attending. Each person attending will be provided with a ticket good for one free drink with a maximum cost of \$7.

The board decided to cancel the Communicate Stronger event in 2017. The 2018 Communicate Stronger event will be held on May 17. The committee agreed to hold a half-day event, which will run from 8:30 a.m. to 1 p.m. The event will focus on workplace culture and communication. Krista suggested asking Vern Dosch, NISC, to speak at the event. Lacey would like to see a national speaker at the event. Krista suggested including a presentation on working with people who have different personalities. Annette suggested contacting NDSU Extension Service and asking for information on communications colors.

Lacey suggested holding the event at Bismarck State College. She thinks she can secure a space for a cost of \$50. Krista suggested NDAREC as a back-up location.

The board formed a subcommittee to work on the event. Krista, Annette and Lacey agreed to serve on the committee. Krista accepted the role of event chair.

Krista will schedule a subcommittee meeting in October to discuss the Communicate Stronger event further. In the meantime, board members agreed to the following tasks:

- *Annette will contact Bartlett & West about sponsoring the event.*
- *Lacey will find a location to hold the event, and contact Brianna Ludwig at the North Dakota Department of Commerce to see if she is still interested in partnering on the event.*
- *Chris will request the sponsorship packet from Erin. He will also provide Krista with contact information for a representative of IABC International. Krista will then contact that person to request an IABC speaker list.*

Annette presented a tentative professional development schedule for 2017-2018. The board members present approved the schedule as presented. Annette will provide Krista with written descriptions for each event. Krista will add them to the calendar and promote them on the website.

V. New Business

VI. Action Items

Annette will contact Bartlett & West about sponsoring the Communicate Stronger event.

Lacey will find a location to hold the Communicate Stronger event, and contact Brianna Ludwig at the North Dakota Department of Commerce to see if she is still interested in partnering on the event.

Chris will request the sponsorship packet from Erin. He will also provide Krista with contact information for a representative of IABC International.

Krista will contact someone at IABC International to request an IABC speaker list.

Annette will provide Krista with written descriptions for each event.

Krista will add them to the calendar and promote them on the website.

Chris will provide Krista with a season kick-off write-up to post on the website.

Krista will talk to Annette about handing out flyers at professional development events. The flyers would encourage people to sign up for the IABC Great Plains' mailing list.

VII. Adjournment

The meeting was adjourned at 1:10 p.m.