

STAND GENERAL MEETING

MINUTES

JANUARY 11, 2013

PARADEE OMB TRAINING ROOM

MEETING CALLED BY	Lori Collier
TYPE OF MEETING	General Meeting
FACILITATOR	
NOTE TAKER	Lori Collier
TIMEKEEPER	
ATTENDEES	See sign in sheet (board; Erik Hochrein, Deb Grier, Bill Tyson, Lori Collier, June Pennewill, Weldon Spellman) 21 people in attendance

Agenda topics

RESOURCE SHARING

JUNE PENNEWILL

DISCUSSION	<p>We have a member that needs assistance. Ann DelNegro is in need of customer service training. Contact information: adelnegrocsussexcoutyde.gov</p> <p>Tips and Tricks: Erik presented members with a tip on creating a table in Microsoft Word. Erik provided paper handouts to the audience. The instructions will be posted on the STAND website</p>	
DECISIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Provide TOC instruction document to Lori for posting on the web	Erik	

BUISNESS MEETING

DISCUSSION	<p>PRESIDENTS: June welcomed everyone and orientated them to the agenda. She introduced the board. Elections are coming up in May. We have four board members that are up for election.</p> <p>MEMBERSHIP: Current membership 43 paid members plus three at zero fee because they were presenters for 2013. Membership period started on 9/1/2012 and it is \$30. See a board member if you would like to join.</p> <p>PROGRAM: We changed our attendance certificate. Erik surveyed the audience to see if the certificate is meeting their needs. He received positive responses. We are not going to have an Event this March. Our goal is to be able to report in March on a May's event. Erik surveyed the audience looking for feedback on what they are looking for in a workshop and how much money do they feel they could pay. An audience member suggested we pursue Dennis Carradin for Culture competency. The audience was directed to give the feedback on the course evaluation form.</p> <p>COMMUNICATIONS: June gave a report for Kristen. She encouraged members to use STAND networking for assistance by using "all call" emails. Those requests would go to Kristen. In addition, we want to make sure that we have enough supplies for general meetings so we are considering asking for confirmation of attendance.</p>
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SECRETARY: Lori pointed to the website and talked about the Community showcase area which is new area on our website where members can showcase their PPT presentations so if anyone would like to share a presentation, contact Lori. We discussed the possibility of having a training research and development session during a general meeting and Lori asked that members send her topics of elearnings they would be interested in viewing.

MEMBER AT LARGE: Deb pointed out that we have new coffee pots. Deb is also the back up to communication.

SPECIAL ASSIGNMENTS: Lori gave the report in Candace's absence. Candace will go to the library this week to research grant information for STAND.

TREASURER: Current account information: Checking: \$130.34 Savings: \$4,344.49 Total assets: \$4,474.83. Annual franchise tax has been paid and acknowledge by DE.

DECISIONS	We will not have a conference in March but we may have one in May. The focus for workshops needs to be that the topic is closely related to the member's job and then price is negotiable. Managers are looking for value when determining whether to allow payment for the event.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

PRESENTATION TOPIC

DISCUSSION	Driving Change through Metrics "DTI performance Improvement" Bill Hickox
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DECISIONS	
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE