



IMPROVEMENT THROUGH EDUCATION & NETWORKING

BOARD OF DIRECTORS MEETING MINUTES

February 20, 2024

I. WELCOME

In attendance: President Mike Movius; Secretary Andrew Mizsak; Treasurer Bill Miller; Directors Craig Apperson; Curt Fields; Jared Peatman; Steven Rauschkolb

Excused Absences: Vice President John Bamberl; Vice President Carol VanOrnum; Director Mary Koik

II. CORPORATE BUSINESS

- a. Mike opened the meeting at 6:05 PM.
- b. There were no questions about the previous meeting's minutes or treasurer's report. All corporate reports were approved unanimously.
- c. Mike brought up setting meeting dates for several months ahead. After discussion, the following dates were agreed to:
 - i. March 25, 2024
 - ii. April 11, 2024
 - iii. May 20, 2024
 - iv. June 24, 2024
 - v. July 17, 2024
 - vi. August 7, 2024
- d. The meetings would take place at 3pm Pacific Time (6:00 PM Eastern Time)

III. WORKSHOPS

- a. Discussion was held relative to the two workshops being held this summer at Shenandoah University in Winchester, Virginia, and at the Indiana War Memorial in Indianapolis, Indiana.
- b. Mike shared that both venues will be cost free to the Congress.
- c. Mike reviewed the questions he posed to the Board, to which answers were offered (Andrew and Carol submitted theirs in writing prior to the meeting).
- d. The following members volunteered to accomplish:
 - i. Developing a list of CWRTs within 300 miles of Winchester: Bill has it.
 - ii. Developing a list of CWRTs within 300 miles of Indianapolis: Andrew & Carol

- iii. Program facilitation: Jared
- iv. Marketing materials: Marketing Committee: Steve and Carol
- v. Developing a teaser piece for Giving Tuesday 2024: Andrew
- e. The Workshops will have two main themes: Marketing - How to recruit and retain members, and Partnerships – Strategic Alliances. Each session would be approximately 3 hours, including a presentation, breakouts, and plenary report
- f. Steve, Jared, and Carol were tasked to lead the development of the marketing session; Mike and Andrew will develop the partnerships session.
- g. Discussion continued relative to cost and revenue projections; Jared offered several format suggestions including breaks during the breakouts, not having staff facilitate breakouts, etc.
- h. Mike showed the notebooks and luggage tags to be given to attendees Andrew offered to spearhead putting the bags together.
- i. Discussion ensued relative to getting notes and suggestions out following the events.
- j. Mike showed a new Steve and Carol-produced video for potential sponsors.
- k. Craig offered to put together a cheat sheet about how to deal with difficult/resistant people.
- l. Steve has been asked to put together a new rack card for the workshops (with possible first draft done by the end of this week)
- m. There are currently no sponsors for the workshops.

IV. CLOSING

- a. Reports were offered by several Board Members for the Good of the Order.

Respectfully submitted,

/s/: ANDREW C.M. MIZSAK

Andrew C.M. Mizsak

Secretary of the Board of Directors

CWRT Congress

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