

IATA board meeting

Thursday, June 30, 2021

Board Members in attendance: Amber, president

Julie, secretary

Meeting called to order at 7:15 central standard time

Onboarding new board members

-Julie will send an email to Cassie Colucy Krcmar, confirming her agreement to take on Treasurer position and ask her to send a photo Amber for the website. Have Cassie set up a meeting with Amber.

--Julie will send an email to Shan Ru Lin, confirming her agreement to take on Communications Director position and ask her to send a photo Amber for the website. Have Shan set up a meeting with Amber.

Finances

Amber thinks we have approximately \$4500 in our account at this time. We need to get access to the bank account and Amber will contact Stephanie Clark to get access to the account.

-Once we have access to the bank account, we will confirm that Amber's expenditures and registration will be covered for the 2022 AATA conference, splitting 50%/50% with other board members?

- We need to pay CICO membership.

CEU's

- Amber will confirm that January seminar attendees received ceus.

Organizing association belongings

-Julie and Amber will go to the storage unit on Wednesday, August 10. Amber will confirm address.

Programs

-May peer consultation was successful. Good attendance.

-July seminar will not be happening. New graduates are not typically available at that time.

-Our next event will be in September and be virtual. Looking at an event about 'Anti-asian hate'.

-Julie will start to send out emails to board members confirming their attendance at monthly board meetings and reminding of upcoming meeting up to 1 weeks beforehand.

Action items

-tighten up role transition procedures. Julie will look to see if role transition docs already exist.

- long term in next year and a half: clean up google drive

-website

- board member tab - still 2021, 2022 are under 'more' tab. place the 2022 board members under board members tab instead.

- archive the blog

- update the job descriptions

- edit job descriptions and upload updated one to website by August 1 target date. Julie will email board members requesting that they review and edit their job descriptions and send to Giuseppina by end of July.

- Amber will upload our guidelines for social media.

- Soft Goal: clean up website by June 2023.

- all board members go on the website, audit and send your thoughts.

Meeting adjourned at 8:11 CST.