

MINUTES:

lu-Luen Motion to start 1:05 pm. Stephanie 2nd. All in favor.

Discussion 1: technical issues with Go To Meetings

- Upon entry into Go To Meetings please mute yourself until you are ready to speak
- exclude video unless you are presenting
(video creates background noise and slower speed process)

Discussion 2: Reimbursement for expenses ideas and thoughts

- due to online meetings reimbursements are not as streamlined as before
- reimbursements can happen at quarterly in person meetings
- Reimbursement form is on Google Drive
- Forms may be emailed with a scan of receipt to Stephanie Clark
- Reimbursements can be mailed back to recipients
- Original receipts can be collected at Quarterly meetings or mailed to Stephanie Clark
- Reimbursements can be returned via Zelle or Chase Quick pay
- research will be done to see if scanned receipts are acceptable for taxes by SC
- JD is concerned if original receipts get lost and recommends snail mailing to SC
- SC is flexible in how to reimburse board members please contact her with any concerns
- For big expense items please contact SC and submit budget for approval
 - SC will either purchase for you or pass IATA credit card for you to purchase

Discussion 3: Introductions and how long have you been on the board

- BD 2 years nominations
- BM new diversity chair
- JD 2 years programs
- CT 2 years conference chair
- JB trouble with audio- 2 years ethics board
- KB 2 years director of membership
- SD 2 years communications
- SL new secretary

Discussion 4: New board member orientation

- IATA email and google docs
- SD is working on updating all positions emails and sending out links to those emails
- IJ Prez
 - “IATA board a volunteer position and I want to help you feel like you are being taken care of”
 - At the beginning there will be a lot of trial and error
 - In google drive there is a folder called “Master” which includes: expense reimbursement forms, IATA logo, account and password info, administrative documents

Discussion 5: December restructuring of organizational chart

-BD showed IATA positions doc

https://docs.google.com/spreadsheets/d/1ZfhouEK_xnULuTbIYUCqCak0iXRvVN_Xjl0o-pKD_DEU/edit?usp=sharing

-IJ open positions include: Director of marketing and governmental affairs positions

-Treasurer position will need to be filled in about 6 months as well

-BD-Maria Kim is interested in conference chair elect

-Please connect Maria Kim with Caroline to see how they can work together

-reviewed Maria Kim's resume

*@ 1:50 pm JB audio started to work and Meredith joined the meeting

-IJ collaboration flowchart

Prez—>prez elect—>secretary—>treasurer

Direct of membership—>direct of marketing—>communications

Chair—>nomination chair—>outreach

Conference chair—>exhibition—>ethics—>multicultural—>programs

-IJ- these teams can work together throughout the year to assist in handling the work

-IJ- "I want ethics and multicultural affairs to be embedded in all events we do"

-suggests a flow on how board members move up through positions loosely

-considers persons background experience for positions with more responsibility

-example: entry position diversity chair for 2 years then moves to ethics chair and then to executive positions

-SC will we still have government affairs position?

-JD concerned about flow into higher positions and wants organizational and therapeutic experience to admit persons to take on higher positions

-IJ we need better descriptions for what is a chair vs a director and what prerequisites are required for each position

-BD nominations should recommend positions appropriate for each person applying

-consult your grouping for support in your projects

-JB actively participate in social justice

-SC & IJ some positions require more work than others--we have discussed how to make it more manageable over the last year--even though we have a lot more empty positions we have way more participation and we have a good team collaboration should make everyone's positions more manageable

Discussion 6: Governmental Affairs position

-AATA is pushing for statewide legislation for statewide ATR specific licensure

-this position was intended to work with lobbyist to create an AATA state license

-should we send out a survey asking members if they want this?

-SC a town hall meeting and survey

-IJ position requirements include:

ATR and LCPC

Discussion 7: IJ motion for team collaboration structure and omission of some positions

Positions excluded: co-chair positions for culture and diversity

SC second 2:10pm

All in favor

- Recap Survey for Government affairs position and for ATR statewide specific licensure

Discussion 8: Quarterly event space

-SC-friend Lynn's hospital is willing to open a meeting room for IATA quarterly meetings on sundays

-SC-Lynn is also interested in being a board member or committee member

-Meet up and networking event after quarterly board meeting

Discussion 9: Please provide SD with a photo and description of self for the IATA website

Discussion 10: Events

-Networking meeting

-Diversity Training

-Leadership conference

-Exhibition in the community

-Exhibition at the conference

-IJ I want to nail down a schedule and have ideas for events by next meeting

Discussion 11: Go To monthly board meetings

-Every third sunday 2-3:30pm

-IJ motion- SC 2nd-all in agreement

- SD Quarterly meetings in March, June, September and December

-IJ we probably need 5 face to face meetings

-Networking meeting scheduled for 3rd Sunday in march, March 18th

-Next meeting feb 25th due to long week end

-1 week before meetings everyone will get a proposed agenda to add discussion topics

-please let SL know if you have anything to present at this time

-If you require presentation you will be added as a presenter

-Ideas can only be projected on a laptop no personal device

-small group meetings can be had while main meeting is going on

-you can type questions in the chat boxes to one person or to the group

-How should we share this with IATA members

-SD- I can put a link in our mailers or on our website

- Is there any security issues with doing this??
- Meeting etiquette guidelines recommended by group
- agenda would have space for IATA members to chime in

Discussion 12: South Texas, IL local chapter email

- South Texas is experiencing lots of discrepancies where members could only join local chapter or AATA
- How did we handle the Pence situation-what we did and our experience with it
- South Texas wants to take some kind of action and wants to collaborate with IATA
- by feb meeting please discuss your opinions about this matter and read email
- we do have the leftover issue of what to do with the survey about Pence

Motion to end meeting at 2:25 pm