



**NWHPEC Board Meeting**  
**Date & Location: June 11, 2020 (Zoom)**

**Present:** Rick Alvarado, Jennifer Ayers, Richard Carroll, Theresa Mills, Traci Rieckmann, Alex Thomason, Frank Twardoch  
**Not Present:** Dale Gehring,

Financial Update	
<b>Balance Sheet</b>	Ahead of where we were last year. Waiting on two more membership payments.
<b>Membership</b>	47 Total Members. 5 new members in 2020. Three inquiries in the past two months.
<b>Annual Internal Audit</b>	Recommendations noted for further enhancing our processes.
<b>Annual spending</b>	Motion made to accept updates to F1-Disbursements (annual recurring expenses) by Richard. Frank 2 <sup>nd</sup> . All present approved.

Learning Experiences	
<b>Experiences Held</b>	Bi-weekly COVID roundtable going strong Webinar: CI Champions (A-dec): May 27 <sup>th</sup> Executive Leadership Roundtable: June 1 <sup>st</sup> The Coaching Habit book club – 8 week session through June 10 <sup>th</sup> How I Show Up Matters (Virtual): June 2-4 <sup>th</sup>
<b>Upcoming Events</b>	Navigating Disruption (Virtual): June 16-17 <sup>th</sup> ELRT – Customer Foruc: June 18 <sup>th</sup> 5S Workshop: June 23-24 <sup>th</sup> @VPS iTech TWI: Aug 17-21 <sup>st</sup> (NEED HOST)
<b>Unscheduled Classes</b>	Future Webinars (finding topics/speakers) More virtual content
<b>Trending</b>	No requests at this time

Old Business	
<b>Bylaws</b>	Working on updates to align with the updated ORS 65 guidelines.
<b>Website</b>	Migration delayed

New Business	
<b>Metrics</b>	Continuing to gather engagement metrics. <ul style="list-style-type: none"> <li>• 47 touch points (everyone contacted this month)</li> <li>• 22 total connection days (classes/tours/SIGs): 45 on the calendar in 2019 (45 for all of 2019)</li> <li>• Exec engagement: 27 companies, 63 people</li> </ul>
<b>Board Development</b>	Will be searching for a finance expert for our VP Finance/Treasurer role.

Action Items	
<b>Budget</b>	FY2021 draft budget; distribute before July meeting.
<b>Reforecast criteria</b>	Determine (future) reforecasting criteria
<b>Bylaws</b>	Finalize and distribute before July meeting.
<b>Exec Roundtables</b>	Market to your execs.

Upcoming Dates	
<b>July Board Meeting</b>	July 9 <sup>th</sup> (Zoom)
<b>August Board Meeting</b>	Aug 13 <sup>th</sup> (likely Zoom)