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WAML Agenda

Executive Board Meeting

July 30, 2021

(PDT)

Call meeting to order: 1:06pm PDT

Officers in attendance: Evan Thornberry (President), Katherine Strickland (Vice President), Matt Toro (Past President), Kevin Dyke (Secretary), Bruce Godfrey (Treasurer)

Other attendees: Louise Ratliff

Approval of Minutes from last meeting: [June 24, 2021](#) - Approved

Officer Reports & Check-In (X minutes)

- President (Evan Thornberry) – short news and notes blurb for the WAML IB.
- Vice President (Katherine Strickland) – Cat likes treats
- Past President (Matt Toro)
- Secretary (Kevin Dyke) – met with Louise who taught me how to be secretary
- Treasurer (Bruce Godfrey) – Getting ready to issue honoraria checks for Web Advancement members

Actions approved over email by E-Board since June 24, 2021 E-Board meeting:

- A membership list was sent to Kevin Dyke in his role as Web Advancement Project Manager, from Nick Beyelia (Membership manager)

Appointed Position Reports (0 minutes)

- None requested



Updates from task forces, committees, etc. (0 minutes)

- None requested

Old Business (40 minutes)

• Update on Web Advancement Project (Kevin)

- [Waml Staging WordPress Website](#)
 - Site image updated to view of the Grand Canyon
 - Conference material for current year on new site.
 - Redirects from conference site to new site will be set up
 - Content to create: detailed tables of officers since 1967, as well as all all appointed positions.
 - Memorials are transferred over.
 - UX things, and branding (Action: Review past WAML work toward improving branding).
- Launch date is set for Monday Aug. 2.
- Announcement from Executive Board
- Ongoing activities and responsibilities
 - Membership list will have to be synced before the membership plugin is fully configured.
 - Task force for revamping toolkit, and for styling/branding.
 - Matt will email the membership (first, MAPS-L etc later) announcing trumpeting the new site. Will draft and share with Evan.
 - Blogging / News section?
 - **Action:** Evan and Kevin write a assessment survey for new site to be ready when launched

• [Implementation of changes to appointed positions and honoraria Final Report](#) / [Alternate Proposed Stipend](#) (created based on feedback on Final Report)

- **E-Board Action from May 27:** Write up job descriptions
 - Matt will develop a template for input by current task holders (current and potential changes) [Status: In Process](#)
 - Additional feedback/edits requested in template
- Communicating new/combined positions, eliminated positions, and positions with changed honoraria.
Providing an opportunity for positions to be rotated off.



- We officially dissolved WAML Appointed Positions Review Ad Hoc Committee to assess appointed/adhoc committees.
- Need to further develop the job descriptions, but definitely need to get input from the current position holders.
- **Action:** Matt will by Aug 6 send a template to Evan (and eboard) who will distribute to current position holders.

- **Action from May 27: Matt** will draft a charge for an ad hoc committee on Diversity Equity and Inclusion. **Status:** [In process](#)

Action: everyone takes a look and give feedback comments by Aug 6. If we can get board approval over email, that will work, otherwise, we can review/approve at next e-board meeting.

- **Conference update (Evan)**
 - Facilitated session to get membership feedback on site – Content? UX? Branding?

New Business

- New E-Board meeting schedule

Next Meeting:

- Friday, 27 August, 1pm PDT

Meeting adjourned: 2:30pm

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