

WI IAFN Board Meeting

January 5, 2022 1930-2100

Attendance: Carmen Vazquez, Melissa Vesperman, Cary Christianson, Lynette Volkers, Deanna Grundl, Cassie Brown, Jill Poarch, Susan Alan-Lee, Christina Presenti, Kimberly Buchta

1. Introductions
2. Background to how we got to this position as a chapter. Carmen spoke about being the President Elect last year and that the Past President had resigned. She felt like she needed to everything organized and was mostly alone. After the verdict for the George Floyd murder case came out, Carmen put a post on the WI IAFN website. A lot of comments were being made and the current President made the decision to take the post and comments down. It was acknowledged that mistakes were made, and it will be part of the responsibility of the chapter moving forward to educate ourselves and others on Implicit Bias, Diversity, Equality and Inclusion training. This will be a top priority of the year.
3. Susan brought up that we could use this meeting to focus on:
 - a. How we run our meetings
 - b. How will duties be divided
 - c. Goals for the year
 - d. Training
4. Christina for IAFN let us know that we do not to have a formal process (Robert's Rules) for running our meetings, but we can decide what works best for the chapter as long as minutes are taken and when doing votes, it needs to be very clear that it is not a discussion but a vote. She also let us know that the IAFN has rules for how our chapter social media accounts are to be used. She suggested we all read the Bylaws, be more inclusive of the whole

chapter and take advantage of the resources that became more available during the COVID pandemic.

5. Cassie asked about a budget for training and Cary let us know that she has not gotten information on our account. Susan thought we had approximately \$14,000 to \$17,000 in our account and Christina confirmed that we had plenty of funds and she will look up the exact amount for us. Christina is also the only one that currently has access to our social media accounts. She shared that there is an upcoming IAFN training for chapter officers on March 8th and 9th 2022 from 3-6pm CST.
6. Jill asked where minutes get posted and that is up to us as officers, but it should be consistent and reach as many members as possible.
7. Carmen mentioned that she has the username and password for our website, and she put a lot of work into updating the website to the best of her ability. We need to designate someone to maintain and update the website and Carmen said she would be able to do that, especially since it is a complicated process and she already knows how to do it. We discussed the possibility of a Website or IT committee that does this with Carmen being the chair. This would allow more than one person knowing the process and reports being made the chapter as a whole.
8. Susan has access to the chapter email and she asked a question about the Documentation Committee. Jill gave information on the background and work of the committee.
9. Chapter officers discussed how it would be best to communicate with each other and it was decided to have a group text, Melissa is setting that up and will start a thread tonight.
10. Chapter officer meetings will be held the first Wednesday evening of each month from 1930-2100 until it is decided that we need to change the frequency. We will also take monthly turns in attending the IAFN Round Table meetings which are held the 3rd Tuesday of the month from 1200-1300 CST. It will be decided on our Wednesday meeting who attends that month.

Jill will attend and report back this month (January) and Deanna will attend, if possible, as well.

11. Melissa agreed to head up the social media accounts, Facebook, Instagram, and Twitter. She will also plan to use the WI IAFN email account for sending out meeting minutes and other delegated tasks. Lynette agreed to help with this task.

12. Goals identified were:

- a. making the chapter stronger by growing membership by using our outreach to recruit new members.
- b. Chapter meeting in April 2022 to honor Helen Kelly and Sexual Assault Awareness month – education should be provided.
- c. Add a chapter meeting in February to make the members aware of the plan and goals and get feedback to their wants and needs.
- d. All 2022 meetings will most likely be virtual
 - i. WI IAFN has a Zoom account
 - ii. Carmen will share the website and Zoom account information and the cost of each with Cary
- e. We are tentative about meetings in September and November 2022
 - i. It would need to be planned around the IAFN conference (Dallas TX, September 24-October 1st)

13. Deanna will send out a Survey Monkey about the February meeting to the chapter

** Next meeting: Wednesday February 2, 2022 1930-2100