1. **Call to Order**
2. **Roll Call**
3. **Approval of Board Meeting Minutes** **from** Thursday, February 11, 2021
4. **Reports**
	1. **Officer Reports**
		1. President
			1. Confirm monthly/annual report filings are current
			2. Confirm monthly financial statements review was completed
			3. Review Chapter Business Plan status & priorities
			4. Provide SGMP national and regional update(s)
				1. President’s Call updates
				2. NEC
				3. Nominations and Elections – national
				4. JLM recordings
		2. First Vice President *(as needed)*
		3. Second Vice President *(as needed)*
		4. Secretary *(as needed)*
		5. Treasurer
			1. Review latest bank statement and its receipts
			2. Review upcoming debits
			3. Review upcoming credits, if any
			4. Review revenue vs expenses for current meeting
			5. Talk through Spread the Love donations
	2. **Committee Chair Reports**
		1. Membership
			1. Confirm & assign the month’s recruitment, retention & reclamation action plans
			2. Confirm 50/50 ratio status and assign action plan
			3. Review 30, 60, 90 day membership renewals and assign action plan
			4. Review waitlist status
				1. Tunney and Wilma have been approved. Have we notified them?
				2. What is the status of Jess Henry? Submitted application but never paid.
		2. Programs
			1. Review feedback survey results from Thursday, February 11, 2021 meeting
			2. Review education calendar – topics and presenters only. *(Locations will come at new business)*
		3. Hospitality
			1. Review upcoming membership anniversaries
			2. Discuss special guests to recognize at today’s chapter meeting
			3. Discuss member career and life milestones to acknowledge *(carry forward to Communications)*
			4. Sign thank you cards for today’s host and speaker
	3. Communications
		1. Newsletter topics
		2. Facebook posts to schedule for next month
		3. Instagram posts to schedule for next month
		4. LinkedIn group topic for current month
		5. Website updates
			1. Feed the Pig
			2. Updating chapter awards and history
	4. Fundraising
		1. Review quarterly fundraising plan
		2. Discuss ad sponsorship and revenue
		3. Consider outside fundraising opportunities
	5. Community Involvement
		1. Review and discuss quarterly community involvement plan
			1. Spread the Love
5. **Unfinished Business**
	1. Policy Manual
	2. January minutes (and February once approved) posted to Board Files on website
6. **New Business**
	1. Chapter nominations and elections
	2. April, May, and June newsletters
	3. Upcoming award season
		1. Planner of the Year
		2. Supplier of the Year
		3. Programs
		4. Communications
7. **Wrap-Up**
	1. Recap action items and deadlines
	2. Announcements
8. **Adjournment**