1. **Call to Order** 
   1. The Board Members reviewed the following item from the Code of Ethics:

To not use SGMP, or allow SGMP to be used, for overt commercial or personal purposes.

1. **Roll Call –** All members present.
2. **Approval of Board Meeting Minutes** **from** Thursday, February 09, 2023
3. **Reports**
   1. **Officer Reports** 
      1. President – Sharon Delvisco
      2. First Vice President *Melissa Lee*
      3. Second Vice President Zondra Jones
      4. Secretary Willma Harvey
      5. Treasurer Allison Landry
         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
            1. Issue payment for F&B
            2. Issue payment for speaker if any
            3. Issue payment for venue if any

398$ credits, 10$ donation for peanut butter, $330 debits, Allison talked to Affinipay - $15.74 echeck for affinipay, that is how we are paying the fee, it is not being charged a fee, it is the payment to us for collected money, 6704.96 ending balance

* 1. **Committee Chair Reports**
     1. Membership – Chair Melissa Lee
        1. Confirm & assign the month’s recruitment, retention & reclamation action plans
        2. Confirm 50/50 ratio status and assign action plan (still waived)
        3. Review 30, 60, 90-day membership renewals and assign action plan
        4. Review waitlist status (N/A)
        5. New members to recognize at chapter meeting
        6. Review plan for outreach event in downtown Baton Rouge
     2. Programs – Chair Willma Harvey
        1. Review feedback survey results from Thursday, January 12, 2023 meeting
        2. Assign speaker gift donation for Thursday, April 13, 2023 meeting –
        3. Confirm upcoming meeting locations, topics, and speakers)
           1. April 13 – The ABCs of AV (applied)

Location – ES Sonesta New Orleans

Host: Christine Sory

Address: 345 St Joseph St New Orleans

Core Competency: Technology

Speaker: Shaun McCarron, Mitey AV

* + - 1. Review and update plan for upcoming meetings (Core Competencies: Education & Programming; Ethics; Facilities and Services; Financial & Contract Management; Logistics; Personal & Professional Development; Protocol; Technology; Travel – Fed, State & Local)
         1. May 25 DEIB – Sharon Delvisco @Courtyard by Marriott, Zondra is host
         2. June 6-8, 2023 NEC Minnesota
    1. Hospitality – Allison Landry
       1. Review upcoming birthdays
          1. Sign cards
       2. Review upcoming membership anniversaries
       3. Discuss special guests to recognize at today’s chapter meeting
       4. Discuss member career and life milestones to acknowledge *(carry forward to Communications)*
       5. Sign thank you cards for today’s host and speaker (Sharon)
  1. Communications – Chair Sharon Delvisco
     1. Newsletter topics (Sharon)
     2. Facebook posts to schedule for next month (Sharon)
     3. Instagram posts to schedule for next month (Sharon)
     4. LinkedIn group topic for current month (Sharon)
     5. Website updates/wild apricot (Sharon)
  2. Fundraising -
     1. Review quarterly fundraising plan – raffle at May Meeting with theme –Spring Cleaning!
     2. Discuss ad sponsorship and revenue
     3. Consider outside fundraising opportunities
  3. Community Involvement – Chair Zondra Jones
     1. Review and discuss quarterly community involvement follow up Spread the Love Spring
  4. Other Reports
     1. Ad Hoc Committee – Election Committee – Tunney report from Carolyn
     2. Ad Hoc Task Force(s) *(as needed)*

1. **Unfinished Business** *(if applicable)*
   1. Board Retreat scheduled tentatively for July 6, 2023 at Gourrier St DOTD building
   2. Annual Chapter Conference December 6 – 7, 2023 – determine location
   3. Registration fees – do we need to increase will be tabled until July 23 board retreat
   4. NEC Silent Auction
2. **New Business**
   1. Chapter elections
   2. Satellite Chapter pilot program
3. **Wrap-Up**
   1. Recap action items and deadlines
   2. Announcements
4. **Adjournment**

Meeting Eval link - <https://www.surveymonkey.com/r/SGMPLA2223>

Link to Meeting Evaluation - <https://www.surveymonkey.com/r/SGMPLA2223>

Evaluation Results from February 9, 2023

? completed evaluations

% Strongly Agree - Skills and topics relevant to my work

% Strongly Agree – I was given new information

% Strongly Agree - Today’s session will help me plan better meetings

% Strongly Agree - I liked the style of the presentation

% Strongly Agree -The length of program was good

% Strongly Agree – The presenter gave enough time for questions

% Strongly Agree - I would recommend this program to others

Those completing the survey indicated a rating of ?on a scale of 1 (lowest) to 5 (highest) for the venue/platform for the meeting

Those completing the survey indicated a 4? rating on a scale of 1 (lowest) to 5 (highest) for the meal for the meeting.

Comments:

?.

Future Topics:

?