

Meeting Title | 2022-2023 Strategic Planning Meeting III

Meeting date | time *September 14, 2022 | 12:00pm* | Meeting location *Virtual*

<p>Meeting called by Jamyen Robinson-Hall</p> <p>Type of meeting Strategic Planning III</p> <p>Facilitator Bhakti Patel</p> <p>Note taker Bhakti Patel, Sharita Jefferson</p>	<p>Attendees</p> <p>Jamyen Robinson-Hall, Bhakti Patel, Sharita Jefferson, Amber Nicole-Capps, Laurie Patton, Lauren Henry</p>
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AGENDA TOPICS

Agenda topic *Roll Call* | Presenter *Jamyen-Robinson Hall*

Discussion Conversation:

In attendance, via videoconferencing unless otherwise noted:

- President – Jamyen Robinson-Hall
- Secretary (Acting)/ NCC Representative/ Historian – Sharita Jefferson
- Program Chair – Laurie Patton
- Newsletter/ Past President – Bhakti Patel
- Amber Nicole Capps – Membership
- Lauren Henry – Community Services Chair

Conclusion Closing: N/A

Action items	Person responsible	Deadline
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None

Agenda topic *Approval of Meeting Minutes* | Presenter *Jamyen-Robinson Hall*

Discussion Conversation:

Bhakti apologized for sending the minutes from the August 31, 2022 meeting so late. Recommended moving approval of those minutes to the September 21 meeting so that CEC has a chance to review.

All were in agreement.

Conclusion Closing: N/A

Action items	Person responsible	Deadline
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None

Discussion Conversation:

Bhakti, Laurie P. and Amber sent the Strategic Plans for their respective area to Jamyen prior to the meeting. Each individual briefed the CEC on the plan:

- CGFM (Jamyen)
 - CEC commented on goals for the CGFM since the position is vacant
 - Goals will be to promote the CGFM at events and trainings, highlight in the newsletter and on the website/social media if a member receives the CGFM, and obtain CGFM month proclamation.
 - All agreed on CGFM goals.
- Communications (Bhakti)
 - Bhakti briefed the CEC on the goals. She conferred with Sharita (Historian) and Eddie (Webmaster) to develop the goals.
 - No changes were recommended
- Programs/ Education (Laurie. P)
 - Laurie briefed the CEC on the goals.
 - Updates were made to the number of networking events given the current timing of the chapter year. No other changes were recommended.
- Community Service (Lauren)
 - Lauren will send goals to Jamyen this week as she has been out.
 - Bhakti and Sharita provided examples of past community service events and Laurie P. provided examples from her previous chapter (Examples included can good collections for the Food Bank at the event before Thanksgiving; volunteers to Gift Wrap at German Shepherd Rescue; Volunteers at the races around Austin; donate money for Gift Cards to the Center for Child Protection; volunteer at the Black & White Gala; etc.). Lauren noted that examples were in line with the goals she had in mind.
- Membership (Amber)
 - Amber briefed the CEC on the goals.
 - Discussed the membership satisfaction section and all agreed 80% membership satisfaction is an attainable goal. Satisfaction will be assessed via survey(s). No other changes were recommended.
- Young Professionals (Amber)
 - Bhakti sent National's Tier 1-3 examples of young professionals' goals to Amber via the chat to review
 - Amber will draft the young professionals' goals and send to Jamyen.
 - The CEC reviewed the goals and shared ideas on ways to attain those goals.
- Leadership (Jamyen)
 - Jamyen briefed the CEC on the goals.
 - Recommendation to remove the community service event as it was already included in the Community Service goals. No other changes were recommended.

Conclusion Closing: See action items.

Action items	Person responsible	Deadline
Complete Young Professionals Goals	Amber	September 16 5pm

Action items	Person responsible	Deadline
Complete Community Services Goals	Lauren H.	September 16 5pm
Complete CGFM Services Goals	Jamyen	September 16 5pm
Submit Annual Strategic Plan	Jamyen	September 20 5pm

Agenda topic *Monthly Luncheons* | **Presenter** *Laurie P.*

Discussion Conversation:

Jamyen asked if there have been any updates on securing speakers for the October luncheon or any other month. None of the CEC members present were able to secure a speaker. Lesli Cathey sent an email, however, a speaker was not confirmed. Laurie P. mentioned we will likely need to push our first luncheon to November to allow time for outreach to maximize attendance. Bhakti noted that her office building has training rooms that can be used for the luncheons, however, food would need to be ordered and setup. Sharita and Bhakti mentioned that attendees liked Pappadeaux because of the quality of food so may be a good option still.

Laurie briefed the CEC on venue options for the luncheons. Most of the venues downtown were expensive and parking would be difficult. She will check locations north of downtown, including Pappadeaux Seafood Kitchen, where previous luncheons have been held.

Bhakti said she will post a solicitation for speakers on the AGA Austin Chapter LinkedIn page. Laurie noted she is an executive career coach so would be happy to serve as a backup speaker in the event of last-minute cancellations.

Conclusion Closing: See action items

Action items	Person responsible	Deadline
Search site options for monthly luncheons	Laurie Patton	September 21 12pm
Identify speakers for monthly luncheons	All	Ongoing
Post speaker opportunity on LinkedIn	Bhakti Patel	September 14 5pm