

Agenda | APRA-NW Board Meeting | December 16, 2020
Conference Call | 1pm PST

Present: Annette, Amelia, Matt, Lindsay, Jason, Mackenzie, Anne, Anna

Absent:

Consent agenda:

Approve Minutes from November 19, 2020 Board Meeting – moved, seconded, and approved.

Standing Items:

- Diversity, Equity & Inclusion – Lindsay
 - Lindsay shared that CASE just put out a book titled *Diversity, Equity, and Inclusion in Advancement: A Guide to Strengthening Engagement and Fundraising Through Inclusion*.
 - What were some top takeaways from November's Book in Common event about *Decolonizing Wealth*, by Edgar Villanueva?
 - Matt was impressed by how few of the discussion questions the group got through because of everyone's investment in such a big topic. His breakout group talked a lot about endowments and investing, which is something organizations can start speaking to in the current moment.
 - Annette noted that it would have been helpful to have the questions available to participants beforehand to help get participants in that space.
 - Lindsay agreed that it could be useful to distribute the discussion questions ahead of time for the next Book in Common.
 - A big idea in Lindsay's group was, "What we can do in our roles to keep this conversation bubbling up and pushing principles with leadership?"
 - Mackenzie's group talked about endowment and gentrification in the Seattle area. Presence is really difficult for people of color when they're not prevalent where the money is, which makes it harder to get their priorities moved forward.
 - Annette's team at the University of Montana Foundation is grappling with what they do now, and would like to go over main points with their VP to bubble the conversation up. "What can we do in our positions differently?"
 - Lindsay shared her team at the University of Washington is working on it in their shop as well, and are at the beginning of many of these conversations. She recommended continuing the conversation even if it means baby steps, and staying curious and open.
 - Amelia mentioned an all-division meeting at the University of Puget Sound to develop high-level DEI initiatives; the next step is to determine the who/what/where of executing those initiatives.
 - Mackenzie said that if donors aren't interested in funding DEI projects, "we'll take what we can get," and that those in the field have to make sure those initiatives don't fall by the wayside when funding doesn't seem immediate.
 - Lindsay noted that Edgar Villanueva is doing a free event in January. **She planned to distribute the details after the meeting.**
- "Getting to Know You" – Lindsay
 - Favorite Holiday Dessert
 - L: Pumpkin pie with a scoop of ice cream.
 - Amelia: Homemade apple crisp—not necessarily for the holidays, but all winter.



- Annette: Warm apple pie with whipped cream.
- Mackenzie: Caramel apple cheesecake.
- Matt: Mother-in-law's Christmas eve caramel chocolate brownies.
- Jason: German chocolate cake in a Swiss roll.
- Anne: Cheesecake of any kind.

New Business:

- 2021 Q1 Events – Matt
 - January: Portfolio Review/Optimization Discussion
 - This will be an informal conversation. UW just revamped their portfolio review process so the conversation is timely.
 - Matt plans to schedule the event for 2pm on Wednesday, January 20, or Thursday, January 21.
 - Matt will give Annette the event details so that she can send it to her contact at Apra Rocky Mountains.
 - Matt plans to get the event scheduled on Friday, December 18, with the initial invitation going out next week before break.
 - February: Soft Skills Workshop
 - The chapter could use funds to host a workshop as a membership perk, which would be something of a bigger lift to get scheduled.
 - Jason suggested the Gallup CliftonStrengths assessment, which is a little expensive. Washington State University has a trainer on staff who could facilitate the conversation.
 - Matt: This could be limited to first-come-first-serve if the board wants to suggest a budget. It would likely work best with the trainer.
 - Several board members expressed interest in the idea.
 - Lindsay wondered if it would be most effective with members' own teams versus in a group setting with other Apra-NW members. If a vendor would be willing to sponsor it, that would be a great way to offer it to members.
 - Lindsay: A UW staff member did a soft skills training around meetings best practices using the PlusDelta training framework.
 - Matt suggested previewing the workshop at the January roundtable.
 - Lindsay will reach out to her UW colleague to see if she is able to lead a workshop.
 - The board agreed to move forward with this idea if the proposed facilitator is available.
 - March: Trivia Happy Hour
 - Q2 events will include the conference and another Book in Common.
 - Matt asked the other board members to send him any additional ideas they may have.
- Sponsorships – Lindsay
 - Lindsay wanted to create a new program this year but has not had the bandwidth to develop one yet.
 - She would like to transition to year-long sponsorship, but it will likely not happen in 2021.
 - For 2021 the chapter will maintain the existing sponsorship levels, but will add options to sponsor things like Book in Common events, a CliftonStrengths workshop, and other events outside of the conference.
 - Jason plans to review the 2020 sponsorship plan, modify as necessary, and send it to the rest of the board for feedback. Following completion, he will be in touch with board members for vendor contact information.

- Board members should send Jason any additional sponsorship ideas they might have.
- As a side note, Jason shared that it is best to reach him at his WSU email address if he doesn't reply to something sent to the Apra-NW conference Gmail account due to spam filters.

Old Business:

- Professional Development/Scholarship Fund – Lindsay
 - Tabled until next meeting
 - Lindsay noted that NEDRA just announced a DEI scholarship, and that it would be interesting to look into the process and how they're organizing it.

Committee Reports:

- Programming – Matt
 - No report
- Mentorship – Anne
 - Anne noted that there are no new mentees asking for mentors, but that she is close to having something to share with the board.
- Membership – Annette
 - 78 members have not renewed yet; 33 have; 5 are pending (one more renewal).
 - Lindsay: Lower membership numbers in 2021 were expected due to the effects of the pandemic; membership numbers will likely climb closer to the conference.
 - Annette planned to send the next reminder email on Thursday, December 17.
 - Annette reached out to 9 non-member organizational contacts. One may join later in 2021, and another plans to join with this cycle.
 - Lindsay noted that the chapter can send a collective invoice to one person for larger shops if all members are paying with the same credit card.
- Webmaster – Mackenzie
 - No report
- Communications – Anna
 - Laura Johnson at the University of Oregon sent a nice email in response to the December newsletter complimenting the wins section and the information about job changes.
 - Membership renewal posts have been both posted and scheduled on Twitter.
 - Anna has scheduled tweets promoting AFP Northwest's January 28 event and United Way King County's January 21 event.
 - Anna requested ideas for Twitter posts. She planned to begin collecting articles for the next newsletter in February.
- Secretary – Amelia
 - Amelia planned to take care of the Seattle City Business License renewal by Wednesday, December 23.
- Treasurer – Lindsay
 - The chapter bank account balance is at \$12,072.
 - Memberships are rolling in!
 - The chapter spent just over \$400 on 26 books, either physical or in ebook form, for the Book in Common. Lindsay suggested a sponsorship level of \$500 for future events.
 - The event had around 25 attendees.
- Conference – Jason

- Jason noted that the board originally talked about sending out a survey to see whether members would prefer to go virtual with the conference in 2021. He suggested skipping the survey as the decision has already been made and to announce the virtual conference in the next newsletter.
 - Lindsay suggested that it would be a good opportunity to reiterate that the conference fee is folded into the cost of membership renewal.

Wrap up & Next Steps:

- Review action items
 - Lindsay and Jason: Sponsorship work
 - Lindsay: talking with Plus Delta meeting facilitator
 - Everyone: Begin thinking about professional development/scholarship fund
- Next Board meeting: Before the January roundtable event