

Women in Code Enforcement and Development
Board/Membership Meeting
October 20, 2019

Board in Attendance

Lorraine Ross, President
Paula Johnson, Vice President
Sandi Morris, Secretary
Kecia Lara, Treasurer
Amber Armstrong, Immediate Past President

Members in Attendance

See sign-in sheets

Meeting called to order by President Ross.

2018 Minutes approved as written.

Board Reports

Presidents Report

President Ross addressed the ongoing concerns of membership retention and local chapter support. Ross opened the floor for discussion. Through member discussion, the following points were made:

Create a subchapter toolbox

Increase visibility with ICC

Explore new methods for member recruitment

Communication with current members is an issue. This needs immediate attention.

Sarah Rice has the chapter's business cards (about 200) and can provide more if needed. Sarah agreed to send the business cards to Sandi Morris.

Treasurer's Report

Treasurer Lara reported current balance of \$3030.96. Treasurer will be accessing WICED's PayPal account for recent membership payments.

Committee Reports

Habitat for Humanity 2019

Eirene Knott and Permit Tech Nation (PTN) organized a volunteer event with Veterans Village and the Habitat for Humanity (H4H) Restore, both in Las Vegas, held on October 19, 2019. This event was well attended with members from both organizations participating. Volunteers spent the day painting the exterior of one of the Veteran Village apartment buildings and working the Restore inventory.

Eirene Knott reported that she would be stepping down from the volunteer Ad-hoc committee following the 2020 event in St. Louis. Paula Johnson agreed to assume leadership of the organization's volunteer efforts starting with the 2021 conference. In addition to continuing H4H volunteer efforts, it was agreed to broaden and increase volunteer activities that are consistent with our mission.

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Old Business

Bylaws

The WICED of VA is proposing a number of changes to their bylaws and questioned if the national chapter bylaws require approval by the WICED. The discussion focused on the wording of the WICED bylaws requiring approval of subchapter bylaws. It was felt that the wording can read to support bylaw change approvals as well as read that it only requires approval at the initial establishment of subchapter bylaws. The chapter leadership at the time the subchapter language was added to the WICED bylaws said the intent was to require approval of subchapter bylaw changes to ensure consistency with national chapter mission. An interpretation of the bylaw could not be agreed upon at the time this meeting. President Ross tabled to board discussion at a future date.

New Business

New Bylaw changes

The board reported that a number of items have surfaced that require a review of the current bylaws. These items include:

- Mission statement to include support of state chapter establishment and mentorship
- Board terms of two years
- Board position roles
- Membership types
- Committees/Ad-hoc

Immediate past President Amber Armstrong will lead the bylaw committee review of the current bylaws.

New Website

The board presented on the website chapter benefit. This benefit provides chapters with website development and ongoing maintenance. There is a \$50 per month fee and a one-time fee of \$100 for PayPal. There are a number of questions regarding website platform, responsibilities of chapter vs web builder/ICC, and unspecified costs. Board agreed to establish a website exploratory ad-hoc.

The conversation moved to the chapter's general lack of social media presence. The chapter does have a Facebook account but currently no presence on social media platforms popular with professionals. It was agreed to identify a Social Media lead to look at the matter of WICED's social media and website footprint.

Leslie Shankman-Cohn from ASID offered to assume that role for the chapter. President Ross indicated she would reach out to Leslie following the meeting.

WICED of VA

WICED of VA president Christina Jackson provided membership with a report of the subchapter's activities. WICED of VA participated in a Habitat for Humanity build in VA on October 4, 2019. They are exploring other volunteer activities as well. The subchapter is focusing on increasing its student membership with outreach to approximately 25 students from local college programs. The next meeting of the VA subchapter scheduled for Nov 8, 2019.

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Membership

President Ross reported an updated new member application would be posted on the chapter's website later in the calendar year with payment accepted through check or PayPal. Membership renewals was due October 1. Notices did not go out as of meeting but will go out following meeting.

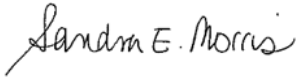
Board Communication

President Ross reported that board would establish a quarterly conference call schedule. Board will utilize these calls to address the ongoing issues or initiatives coming out of the member meetings. Schedule to be announced.

Next Meeting

Next WICED meeting at the 2020 ICC ABM in St. Louis. Details to be announced closer to meeting date.

Respectfully submitted



Sandi Morris, Secretary
November 12, 2019