**CISV USA Board of Directors Meeting Minutes**

**Thursday, May 16, 2019** – 9:00P EST

Conference Call – (301) 245-7406 – no pin

Present

Todd Watkins – Chair

Tait Anberg – Secretary

Rachel Buff – Junior Branch Director

Christian Warner – Governance Chair

Stephenie Teichman – National Risk Manager, Organizational Development Chair

Chip Workman – Member

Kate Huffman – Member

Laura Ripberger – Executive Director

Not Present

Louise Harty – Treasurer

Lauren Herbstritt – Member

Amanda Stegner – International Representative, Educational Chair

Monica Hennessy – Member

**Meeting Called to Order** – 9:09P EST

**Minutes Approved** – April 18, 2019

**EXECUTIVE DIRECTOR REPORT** – Laura Ripberger

* The Board discussed Chapter Summer Hosting Issues
* Continued Board discussion on renewed chapter outreach for developing and/or struggling chapters

**BOARD FUNDRAISING**

* The Board discussed Board Fundraising efforts and progress

**GOVERNANCE COMMITTEE UPDATE ON NOMINATION PROCESS** – Christian Warner

* The Board discussed Board Nomination Update and Process

**REGIONAL TRAINING FORUM REPORT** – Stephenie Teichman

* Stephenie shared report from RTF
* Amanda Stegner to add to RTF report at next meeting

**INCIDENT & RISK MANAGEMENT UPDATE** – Stephenie Teichman

* The Board discussed Incident & Risk Management update

**PLAN FOR PITTSBURGH IN-PERSON BOARD MEETING**

* The Board discussed plans for June Board Retreat
  + Pittsburgh, PA – the weekend beginning June 28, 2019
  + Work through noon on Sun, June 30, 2019, no one get a flight out before 2:00P

**Next Meeting** – June 28-30, 2019 – In-Person Meeting in Pittsburgh, PA

**Adjourned** – 10:32P EST

**Submitted by Tait Anberg** – May 16, 2019 @ 10:35P EST

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**BOD Structure**

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| **DIRECTORS – 2019 RE-UP or ROLL OFF** – Directors are limited to two consecutive 3-year terms | | | |
| **NAME** | **ROLE** | **SERVING** | **NOTES** |
| Todd Watkins | BOD Chair | 2016-2019 | 1st Term - 2013-2016 |
| Rachel Buff | Junior Branch Director | 2017-2019 | Currently serving 1st term |
| Chip Workman |  | 2016-2019 | 1st Term - 2013-2016 |
| Lauren Herbstritt |  | 2016-2019 | 1st Term - 2013-2016 |
| **DIRECTORS – 2020 RE-UP or ROLL OFF** – Directors are limited to two consecutive 3-year terms | | | |
| **NAME** | **ROLE** | **SERVING** | **NOTES** |
| Amanda Stegner | Int’l Representative  Educational Chair | 2017-2020 | 1st Term - 2014-2017 |
| Louise Harty | Treasurer  Finance Chair | 2017-2020 | Currently serving 1st term |
| Tait Anberg | Secretary | 2017-2020 | 1st Term - 2014-2017 |
| **DIRECTORS – 2021 RE-UP or ROLL OFF** – Directors are limited to two consecutive 3-year terms | | | |
| **NAME** | **ROLE** | **SERVING** | **NOTES** |
| Chris Warner | Governance Chair | 2018-2021 | JB Director – 2013-2015  1st Term - 2015-2018 |
| Stephenie Teichman | Organizational Dev Chair  National Risk Manager | 2018-2021 | Appointed – 2017-2018  Currently serving 1st term |
| Kate Huffman |  | 2018-2021 | Currently serving 1st term |
| Monica Hennessy |  | 2018-2021 | Currently serving 1st term |

**BOD Committee Membership** – the Chair is a member of all Committees

* Educational Committee – Amanda, Christian, Tait, Lauren, Rachel
* Finance Committee – Louise, Chip, Rachel, Christian, Lauren
* Governance Committee – Christian, Monica, Kate
* Organizational Development Committee – Stephenie, Chip, Rachel, Kate, Monica

**BOD Contact Information**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Role** | **Email** | **Phone** |
| Amanda Stegner | Int’l Rep / Educational Chair | [astegner@gmail.com](mailto:astegner@gmail.com) | ([313) 802-7700](https://hangouts.google.com/?action=chat&pn=%2B13138027700&hl=en&authuser=0) |
| Chip Workman | Member | [cwork78@gmail.com](mailto:cwork78@gmail.com) | ([513) 889-9488](https://hangouts.google.com/?action=chat&pn=%2B15138899488&hl=en&authuser=0) |
| Chris Warner | Governance Chair | christian.warner17@gmail.com | ([248) 835-3160](https://hangouts.google.com/?action=chat&pn=%2B12488353160&hl=en&authuser=0) |
| Kate Huffman | Member | [katehuffman61@gmail.com](mailto:katehuffman61@gmail.com) | Board Book |
| Lauren Herbstritt | Member | [lauren.k.herbstritt@gmail.com](mailto:lauren.k.herbstritt@gmail.com) | ([865) 696-0777](https://hangouts.google.com/?action=chat&pn=%2B18656960777&hl=en&authuser=0) |
| Louise Harty | Treasurer / Finance Chair | [lhartypa@gmail.com](mailto:lhartypa@gmail.com) | [(215) 869-7047](https://hangouts.google.com/?action=chat&pn=%2B12158697047&hl=en&authuser=0) |
| Monica Hennessy | Member | [monicahennessy@yahoo.com](mailto:monicahennessy@yahoo.com) | ([856) 979-9129](https://hangouts.google.com/?action=chat&pn=%2B18569799129&hl=en&authuser=0) |
| Rachel Buff | JB Director | [racheljbuff@gmail.com](mailto:racheljbuff@gmail.com) | [(904) 625-7529](https://hangouts.google.com/?action=chat&pn=%2B19046257529&hl=en&authuser=0) |
| Stephenie Teichman | OD Chair / NRM | [teichman4@gmail.com](mailto:teichman4@gmail.com) | (925) 899-9647 |
| Tait Anberg | Secretary | cisvtait@gmail.com | (404) 421-0818 |
| Todd Watkins | Chair | [twatkins@jswpartners.com](mailto:twatkins@jswpartners.com) | ([202) 412-9379](https://hangouts.google.com/?action=chat&pn=%2B12024129379&hl=en&authuser=0) |
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| Laura Ripberger | Executive Director | [executivedirector@cisvusa.org](mailto:executivedirector@cisvusa.org) | [(513) 674-9242](https://hangouts.google.com/?action=chat&pn=%2B15136749242&hl=en&authuser=0) work  [(513) 332-2445](https://hangouts.google.com/?action=chat&pn=%2B15133322445&hl=en&authuser=0) cell |