



**December 18, 2007
Board Meeting
MINUTES**

BOARD MEMBERS PRESENT: Aaron Fodge, Scott Miklos, Chris Hagelin, Kirk Montgomery and Brendon Harrington

1. Work Plan: Aaron reviewed the draft 2008 Work Plan:

- a. **Board Meetings:** The board will meet four times in 2008.
- b. **Conferences:** RMACT will offer a \$500 scholarship for a RMACT Member to attend the 2008 ACT National Conference in Atlanta. In addition, RMACT will offer a scholarship for \$2,000 for the ACT Leadership Academy.
- c. **Communications:** RMACT will create a Chapter website at (www.rmact.org) that showcases a variety of relevant topics for the Chapter. Other communications activities include the semi-annual Peak to Peak newsletter and the TDM Review Chapter updates. Finally, RMACT will explore the potential of using podcasts to share information of interest to the membership. Using such tactics as interviews or testimonials, the podcasts would highlight regionally significant items and potentially showcase the Rocky Mountain Chapter to the rest of ACT National.
- d. **Training/Professional Development:** RMACT will continue to sponsor regular Net Conferences. In addition, Chris mentioned that the City of Boulder may purchase the Live Meeting Software in order to potentially conduct its own Net Conferences. RMACT could potentially take advantage of that to showcase items of regional significance.

A final version of the 2008 RMACT Work Plan will be sent to ACT National.

- 2. Budget:** Kirk sent a draft budget to the Board. Scott offered several changes that were agreed to by the board. A final version of the budget will be sent to ACT National. The revised budget identifies \$7,250 in expenditures, leaving a total reserve of \$5,135.

3. Leadership Survey: Aaron informed the board that the first meeting of the ACT Leadership Academy will be held in early January in Washington, D.C. As part of the academy, participants will be asked to complete a special project. Aaron is suggesting that this project could be an Entry/Exit Survey that is completed in partnership with various service providers from the Rocky Mountain Region. This customer satisfaction survey would not only be relevant to Chapter members, but could potentially identify feedback and opportunities for improvements that might not otherwise have been made. The Board will discuss this opportunity further after the initial ACT Leadership Academy meetings have been held.

4. Other Topics:

- Aaron briefly discussed the roles of the various board members. Scott informed the group that sample board position descriptions are available and he will follow up.
- Aaron also discussed with the board whether it would make sense to distribute a Chapter membership survey to solicit feedback and ideas for the coming year. All agreed this was a favorable idea, Aaron will send a draft survey to the board for review and input.
- Aaron also suggested that the board consider a chapter "site visit". For instance a trip to UTA to learn more about their vanpool program, etc.
- The Board will discuss whether it would like to host another regional conference or pursue hosting the National conference. This item will be discussed further at a future board meeting.

5. Adjourn: The Meeting was adjourned at 2:00 pm, the Next Board meeting will be held Monday, February 11th, 2008.