

# CFA Society of Seattle Board Meeting Minutes

Date: Thursday July 6, 2006  
Time: 4:00 – 7:00 pm

Location: Elaine Heller's House  
Bellevue, WA

Trustees Present: Elaine Heller, Doug Hockersmith, Aimée Huff, Gino Perrina, Michelle Rubesch, Dan Rutter, Jay Turley, Phillip Vitale

Trustees Via Phone: None

Others Present: Elena Balekha, JerryAnn Graham, Niki Hermanson, Geoff Longmeier

1. Prior board meeting minutes were amended, updated and accepted unanimously.
2. Days and timing of future meetings was discussed, Thursdays continue to seem optimal and locations will rotate. **Dan will finalize and publish the Boards' meeting schedule.**
3. Educational and social programming has been well-received, and plans are to continue along similar lines.
4. Volunteers were discussed, and ways of getting them activated and increasing involvement. **Niki Hermanson suggested a volunteer social event may be of interest, and she would look into.**
5. Creating an electronic record to preserve officer and chair descriptions/responsibilities and other meaningful society records was discussed. This may also include links to bylaws, meeting schedules, minutes, and other relevant documentation. **Niki and Elena are to look into further.**
6. Jay Turley mentioned a project with Leon related to volunteer email lists/templates.
7. Officer signature cards were updated.
8. Michelle Rubesch presented additional ideas for an initiative to develop a research award for local academic and professional work. **Michelle will coordinate a task force and report back by the October 26<sup>th</sup> meeting.**
9. Employer outreach was discussed, in addition to the overlap with the Job Newsletter and an Advisory Council concept. A "leave-behind" document promoting the CFA society and brand is available and some should be ordered so that they can be shared with local firms.
10. An Advisory Council initiative was discussed. **Aimée Huff will develop this project further.**
11. Michelle Rubesch presented examples of other organizations' commitments to diversity and suggested that the chapter's values in this regard could be documented and communicated. Michelle will develop verbiage and propose where it would be displayed.
12. Additional programming and event discussion ensued, including mention of the Swiss society's annual report, a potential function to be held in the south Puget sound area (**Phillip Vitale to develop ideas/proposal**), plays, benefit dinners, and socials which have worked better when including speakers.
13. Membership was discussed and included thoughts on recognition, including business journal advertising, recognition at a lunch, or other formats.
14. **Phillip Vitale will review the membership page of the website** with respect to standardization of regular questions.

15. On communication, discussed updates to the website and member profiles. Old newsletters and electronic memory of news/events discussed.
- 16. Dan and Niki would develop new officer announcements.**
17. Partnering with other societies on content and job listings was discussed.
18. The meeting was adjourned at 7:00 PM.