



Board of Directors Meeting

Date: May 23, 2016

Time: 10:30 a.m.

Location: Economic Alliance

Board Members:

Present		Absent	
Glenn Johnson, President	David King	Allatia Harris, Treasurer	N/A
Debi Jordan, Secretary	Chad Burke		

Program Manager: Denise Smesny – PRESENT

Guests: N/A



Minutes:

Agenda	Discussion	Tasks/Conclusion	Responsibility	Status
<i>Call to order</i>	The president called the meeting to order at 10:45 a.m.			
<i>Approval of minutes</i>	Minutes from the April 25, 2016, were distributed at the meeting and will be sent by email for review, virtual discussion and call to vote.	Distribute minutes electronically Discussion and call to vote	D. Jordan G. Johnson	
<i>First Quarter Financials Treasurer's Report</i>	A.Harris gave the Treasurer's Report - Account balance - \$100		A. Harris	Complete
<i>Review of DIDI tool kit</i>	No action has been taken	Add page numbers to DIDI tool kit	D. Smesny	In Progress
<i>Review of Bylaws</i>	D. King will make proposed changes to the Bylaws and distribute electronically. Comments/discussion will be conducted through e-mail. Bylaws that we are operating under are now posted on the website and have been emailed to the Board	Distribute a draft of Bylaws with proposed revisions Review draft of revised Bylaws and provide comments	D. King All	Complete - Motion made to approve and seconded
<i>Events Communication Plan/Speaker's Bureau</i>	DIDI has been working with EHCMA to provide industry representation for presentations to ISD's in the region. There have been a number of speaker requests that have been left unfilled. G. Johnson is now leading the Events Committee for the EHCMA Workforce Committee, so he is hopeful that	Develop an Ambassador Program Tool Kit and send to Board	D. Smesny	In Progress

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	connectivity will improve coordination. D. Smesny will put together a tool kit for the Ambassador program and present it to the Board for approval.			
<i>Action Item Completion Table</i>	There is a need to keep a cumulative list of action items with status. D. King will develop the template and distribute electronically to the Board for review.	Develop an Action Item Completion Table for distribution to Board	D. King	Complete – draft sent to Team for review
<i>DIDI Website</i>	Website is running.			
<i>501(c)3 Status</i>	The Foundation CPA advised that we resubmit the application for non-profit status to the IRS since the original application was submitted under Michelle Hundley's signature. A question had arisen regarding the implications of operating as a 501(c)3. C. Burke will reach out to some existing foundations, including Nebraska, and do additional research.	Determine next steps with IRS Research implications of operating as a 501(c)3	C. Burke/D. Smesny C. Burke	In Progress – Chad reaching out to other national DIDI groups
<i>DIDI Conference</i>	G. Johnson, D. King and D. Smesny attended the national DIDI Conference in Washington DC on May 18-20, 2016. One takeaway that was shared was Edufactor—a product that ISD's can subscribe to that contains video and information regarding the manufacturing industry. Video production costs around \$75k. It tells your story. We may want to consider seeking grant funding to produce our own video.			Ongoing

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<i>Grant Opportunity</i>	<p>TPC is accepting grant proposals for proceeds from their golf tournament. Proposals are due Friday, May 27. Board recommended submitting a proposal to support the Summer Manufacturing Camps.</p> <p>D. King also learned at the DIDI Conference that the Gene Haas Foundation is a possible funding source for equipment, training, etc.</p>	Prepare grant proposal/budget	C. Burke, D. Smesny, A. Harris	?
<i>TEKS Assistance</i>	D. Smesny shared that TEA will host a TEKS Review this summer. They need industry partners to be on the review team.			Ongoing – looking for volunteer companies
<i>New Business</i>	<p>Last meeting, G. Johnson was voted in as President of the Board which left the Vice President's position vacant. President took nominations for the position of VP. A. Harris nominated D. King, D. Jordan seconded. After no discussion, vote carried unanimously</p> <p>Discussion to add ISD representation to Board. Monelle Rougeau's name was proposed as a viable candidate for the position. She is a former CTE coordinator and is currently with Region IV CTE. D.Smesney nominated Ms. Rougeau for the position and A. Harris seconded the nomination. Motion carried. D. Smesny will contact M. Rougeau and extend the invitation to serve.</p>	Extend invitation to M. Rougeau to serve on the DIDI Board of Directors	D. Smesny	?
<i>DIDISETX Objectives & Deliverables</i>	D. King has started an outline of objectives and deliverables. He will circulate the draft he has started for everyone's input. Once the Bylaw revisions are completed, this will be our next priority. Part of this work should include the funding strategy for the next	Circulate a draft of DIDI 2016 Objectives and Deliverables for Board's input	D. King to initiate All – Review and input	In Progress

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	5 years.			
<i>Metrics</i>	Continue gathering metrics. A. Harris is working with the Local Workforce Board/TWC to pilot a data sharing program to track job placements for students. San Jac has developed a response card that is used for presentations made to ISD's to track metrics. Lee College will develop a similar response card to be used when making presentations in their service area.	Provide updates on pilot with TWC for employment data sharing Develop/print response cards to be used with presentations to ISD's in Lee College Service Area	A. Harris D. Jordan	In Progress In Progress
<i>Next Meeting</i>	Next meeting will be Monday, June 27, 2016, from 10:30 to 12:30 at the Economic Alliance Conference Room			
Meeting adjourned at approximately 1:00 p.m.				

Submitted by: _____
Debi Jordan, Secretary

Date: _____
June 3, 2016

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