

Washington Evaluators Board Meeting

In attendance:



022

**WASHINGTON
EVALUATORS**

Name	Role	Absent	Voting Member
Esther Nolton	President		Y
Beeta Tahmassebi	Past President		Y
Natalie Donahue	President-Elect		Y
Jessica Pomerantz	Treasurer		Y
Sana Ahmed Wilder	Secretary	X	Y
Katherine Braga	Communications Chair		Y
Kirsten Zeiter			Y
Evan Seidner	Program Co-Chair, Scholarships Co-coordinator		
Valerie Caracelli	New Professional & Student Coordinator		
Christian Gineste	Membership Chair		Y
Marie-Ellen Ehounou	Membership Coordinator	X	
Amgad Farrah	Communications Coordinator	X	
Joanna Prout	Social Media Coordinator		
Kelly Feltault	Program Coordinator	X	
Jackie Singh	Program Committee Advisor	X	
Stacey Merola	EWB Co-coordinator	X	
Maryfrances Porter	Career Connections Co-coordinator	X	

Betsy Kaeberle	Career Connections Co-coordinator	X	
Deb Levy	Scholarships Co-coordinator		
Fanni Farago	Community Engagement Chair		Y
Mindelyn Anderson	EWB Co-coordinator	X	
Melissa Chiu	Board Advisor	X	

Guests: None

Agenda (follows slide

deck: https://docs.google.com/presentation/d/1iwKY2EVIs_eN04W_1IUC5FCDo2aeMkp088pNYnJuGoU/edit#slide=id.p2)

1. Welcome and Agenda Review

- Quorum established.

2. Governance

- **Approval of last month's meeting minutes (Secretary).**
 - Motion to approve February Board Meeting Minutes: Jessica
 - Seconded the Motion: Fanni
 - Total Present for Vote: 9
 - Total Yeas: 9
 - Decision: Voted to approve; meeting minutes pass

3. General announcements (none)

- Board Retreat was productive
 - How has the retreat influenced your work?
 - Goal was to leave the meeting with an idea of what we wanted for our 2022 Action Plan; not quite there, but the discussion from the retreat will be fodder for the Action Plan. Take a look at the Strategic Plan and the 2021 Action Plan for inspiration
 - In previous years the President has shepherded the process with the other Board members providing input
- DS SCEP Conference a success
 - WE Zoom account was utilized, with some volunteers to play host (Great job, Evan!)
 - Follow-up in-person Happy Hour is April 29th from 5-7pm for conference attendees only; may try to open up to WE Student Members. We have \$500 in our budget to sponsor the happy hour (do we need to increase that to \$650 to cover taxes and gratuities; inflation)?
 - Budget does not have this as a line item, actually. Just \$300 for networking (proposed for AEA happy hour) and social events and another \$300 for student

events. **Action Item for Secretary:** Let's look at the budget notes for previous budget discussions to see what we agreed to [Update: Checked November 2021 meeting and we confirmed it was \$300, not \$500]. **Will also check with the DC SCEP sponsors that our WE Student Members can attend; this will also potentially increase costs. How flexible can our budget be (expect 25ish SCEP attendees; space can host approx 50. Treasurer confirmed we can afford up to the \$650 necessary)**

- Proposal to increase budget to sponsor DC SCEP HH: Esther
 - Motion to approve: Jessica
 - Seconded the Motion: Beeta
 - Total Present for Vote: 9
 - Total Yeas: 9
 - Decision: Voted to approve.
- Do we want to be a sponsor every year? We are using membership funds to pay for it, yet most of our members (none of our members?) can participate in the event. Can we get our members involved in the planning in future years as well; could be a good opportunity for them
 - The Comms team will highlight the DC SCEP Conference organizers on social media
- Larger conversation for a future meeting: Should we allow volunteers and/or Board Members to have free membership? (Decided will not gift student memberships to the DC SCEP conference organizers; but we can look for more ways to reward exceptional volunteerism - perhaps a "student of the year" to go with the "volunteer of the year" award?)

4. President's Report

- Esther will need to take some time off this year due to (positive) personal matters

5. Treasurer's Report

- Everything as expected this past month
- Budget requests for 2022 (retreat and scholarships). Request for scholarships was \$2000 total (instead of \$880)
 - If we approve the \$2k, we would be over budget; but have money in the bank to cover it
- Annual IRS filing completed (easy because under \$50k in receipts)
- We need to ensure our funds are aligned with our principles (particularly those that are DEIA-related)
 - Voting: Proposal to increase scholarships to \$2000: Esther
 - Motion to approve: Jessica
 - Seconded the Motion: Fanni
 - Total Present for Vote: 9
 - Total Yeas: 8
 - Decision: Voted to approve.

4. Committee Updates:

- Scholarships

- Will have two sets of reviewers. Will also think about how they can improve reach/advertising to target diverse audiences. AEA will charge the student rate for our scholarship winners (even if they are technically professionals)
- Community Engagement
 - EWB
 - Organized kick-off event for EWB for May 4th at 5:30pm. Diverse audience of evaluators, non-profits, funders, etc.
 - Working on SOPs
 - Mentor Minutes/Career Connections
 - Total of 8 matches made; 8 thought partners not yet matched
 - Want to send out a survey to gather feedback on the program's changes. Will work with Comms to get more advice seekers
- Membership
 - Continues to decrease. At 573 members (lost 29 the past month). Membership has decreased 9% over the past 3 months. Small increase in org members (+6) and 2-year professional members.
- Communications
 - Canva - Have a free, professional account. Can design and schedule social media posts for LI and Twitter. Can eliminate Buffer (which only has a 10 post limit). Comms team will draft an SOP (including that only WE emails can be used for access; let Joanna and/or KB know if you'd like an account).
- Programs
 - Scheduling for June and July (EWB on May 4th, Evidence-based policymaking on May 5th, and Value for Money on June 9th)
 - Will have another committee meeting to plan events for the rest of summer and early fall
 - Try to make these events members-only to spur membership
 - Another Evidence Act program with Sue Tucker may occur later in the year (Esther to get with Programs on this. Probably August; members-only and perhaps the LAC members as well)
 - Request by Programs for Community Engagement to continue to cc them on all scheduling emails

Next Steps:N/A

ADJOURN at 7:54pm