

North by Northwest Region 13 Regional Management Team (RMT) Meeting Summary May, 2021

Attending:

Sally Ryerson, Team Coordinator	Rhonda Ghound, Financial Coordinator
Sandy Smith, Communications Coordinator	Cherie Letts, Incoming Marketing Coordinator
Jody Allen, CRC/Events Coordinator	Cherie Letts, Marketing Coordinator
Patty Martin, Directors' Coordinator	Sharon Stockstad, Membership Coordinator
Beth Ann Bock, Outgoing Marketing Coordinator	Kate Hamilton, Associate RMT

The team recognized BethAnn Bock for her contributions as outgoing Marketing Coordinator welcomed Cherie Letts as the incoming Marketing Coordinator and Kate Hamilton, Associate RMT.

Sharon Cartwright joined the Team virtually to answer questions about recent Board decisions and others related to DEI, Volunteers, providing guidance for In-Person rehearsals, advanced learner education and succession planning.

The team provided a brief orientation for Cherie and Kate and then reviewed our Guiding Principles, Standing Rules, and State of the Region request.

Sally, Sharon, and Sandy shared the progress on the New Member Welcome letter and handbook.

Sandy provided the team with an update on the Region 13 Travel in Tune project, shared results of the Interest and Talent Survey, and proposed using Google Drive for RMT documents and as a collaboration tool. Changes to the website events calendar was discussed and a decision made to code all events as Public so they will appear on the public website. Member specific details will be made in the member note section of the event.

Patty is updating the DCP and Director Mentor staff job descriptions and will have them ready for advertising very soon. She is gathering suggestions for future upcoming Director Workshops, promoting SET Director classes, and working on a future Director workshop.

The convention team will begin meeting in September and Jody expressed the need to fill the Convention Communication Chair position before then. She also answered member questions about the Virtual Convention.

Shelly shared the updated 5-year Education plan with the team and reported on SET plans, which are progressing nicely. A member survey is being prepared to capture information on our veterans for a celebration. She and her team are working with Carol Ward on quartet education, finalizing plans for the Broadway Master Class, working with the YWIH Coordinators for a 2021-22 YWIH Workshop, faculty assignments and education,

development of a Technology curriculum for chapter leaders, and finalizing Leadership Development Training.

Rhonda reported that our Accountant has resigned, and a replacement is being sought. The team provided some direction in filling this position. She provided the team with updated financial information. Region 13 current assets as of December 31, 2020 are \$221,272 and current liabilities are \$655.

Sharon informed the team that after providing guidance and assistance to the Cascade Harmony chapter they have voted to dissolve. She is updating the members Frequently Asked Question for the website.

Sally requested and received approval to add herself and Rhonda as signers on the bank accounts. She updated the RMT Associate Member job description and planned the May RMT retreat.

The next RMT meeting will be held virtually on June 27th at 2:00 p.m. Pacific Time. All members are invited to attend and should contact Sandy for the Zoom meeting link.

Respectfully submitted,
Sandy Smith
Communications Coordinator