

Washington Evaluators Board Meeting, 9/18/19 Minutes

Attending

Board: Giovanni Dazzo, Natalie Donohue, Beeta Tahmasebbi, Melissa Chiu- Quorum
Val Caracelli, Liz Parsan, Erin Clements

Introductions

Melissa is taking minutes. Kevin Jones has moved to Ohio.

Remarks from the President on the Action Plan - Giovanni

This meeting was more of a planning and strategy meeting.

WE Board had no meetings this summer. This was a response to a comment at beginning of year to have fewer meetings.

Now is the transition period for Giovanni, to Patricia as President-Elect.

Membership- target for the year was 315. Started year with 278. 30 People lapsed. Had **361** members as of last week.

Events- Giovanni has heard good feedback from members. More types of events (not just seminars and happy hours). Level of engagement and excitement is high.

Finances: doing well, operating under budget. Beeta updated and organized reporting procedures.

Management: Wants to improve the professionalism of the website and the communications. Patricia got us into Google Nonprofits. Have special Board Member email addresses now. We hope it will improve communications.

BOARD POSITION/FUNCTION	EMAIL ADDRESS	PASSWORD
President	president@	
President Elect	presidentelect@	
Secretary	secretary@	
Treasurer	treasurer@	
Communications	communications@	
Community Engagement	communityengagement@	
Membership	membership@	
Programs	programs@	

Committee Reports

Membership – Natalie

297 professional members: 241 are one-year, 21 student members.

Went from 4 organizational sponsors with 10 members at the start of the year, to now 10 organizational members with 39 members. Includes: IREX, Bipartisan Policy Center, Encompass, Shaffer Consulting.

Started member spotlights again.

Finalizing the Membership survey- members and non-members

Add question on interest in networking more broadly with Baltimore? A- We have other avenues and have been connecting with other local affiliates and have met our goals for the year, and will continue to pursue those avenues. Baltimore has not been active the last few years.

Philadelphia is trying to start one. So next closest is New York.

Question on raising dues to \$30? We don't need the funds right now, but let's ask this is a perennial question.

Programs - Melissa

7 programs this summer (June-August): 2 social: Summer Party, Vietnam war and Refugees art tour, 5 professional development: Predictive analytics panel with TEI, Culturally responsive and equitable evaluation Deep Dive, Self-Sufficiency Research Clearinghouse webinar, Field Trip on Pedestrian and Bike Safety, CLEAR-AA webinar on operationalizing the Made in Africa Agenda.

Number of attendees? 7 art events, 12 deep Dives, 15 summer party, 15 Field Trips. Typical: 30 people for seminars - the professional development event for the month.

Giovanni has heard positive feedback on small sizes. Giovanni said that some people have said they are making friends from WE events now. This is on target with what Melissa has been trying to do- enable real engagement (as opposed to informational seminars where people don't really engage with each other).

Holiday Party:

Melissa budgeted \$1000 for holiday party. Giovanni usually budgets \$1600 for the up front cost for food and beverage minimum. Last three years holiday party costs were: \$786, \$1734, \$1357

Last year we charged people \$5, but usually \$15. Have had raffles in the past. Still have buttons to get rid of.

Program chair Proposal, since we are well under budget and have had higher than expected membership: \$2500 min, and \$1000 for food (i.e., \$1000 for food and \$1500 for the space).

Vote: Giovanni Dazzo, Natalie Donohue, Beeta Tahmasebbi, Melissa Chiu—Yea.

Maggiano's has private rooms. or Carmine's. Could do a Spreadsheet to ask people to help. People like NW and near metro. Metro center, Union Station. Not SW. Shaw/Cohi less popular.

Hotels have cheaper space. Bars are most expensive.

Career fair in January? We discussed this in the Action Plan. There's someone interested in working with students. Organizational sponsors? Open Gov Hub has a nice space. Event manager. There is a charge.

Giovanni has another Webinar he's working on: Centre for Learning on Evaluation and Results- Anglophone Africa. CLEAR-AA. How to work with Legislators.

AEA Happy Hour? WE and NY members get together sometimes, and we could include Baltimore this year.

WE members presenting at AEA- Will divvy up membership list. Doing a data call receives few responses, yet people complain they weren't on the list. Also add Organizational sponsors?

Last year tweeted when someone from WE was presenting.

Treasurer – Beeta

Under budget on expenses, better on income.

Tech Soup - WE has a nonprofit account, so we got Zoom for less.

Wild Apricot- Can now pay for dues directly rather than being directed to Paypal. Can do autorenew.

Student Task Force- Valerie Caracelli

DC-SCEP conference- key players rotated off. By last year, we'd already met. The issue is place, have had at GWU, George Mason. We were looking for American University. How about University of Maryland, Georgetown. Beeta may know someone at Georgetown. Valerie to send information to Beeta to make an introduction.

Someone sent Giovanni a proposal to increase our funding of the SCEP, up from \$300. We can vote on it once we know the details. April or May time frame.

Tamara organized 2 scholarships for students and new professionals. Part of the scholarship is to attend. Registration, hotel, and funds to attend courses at the Evaluators' Institute. 1x 1-day workshop and 1x 2-day workshop. With Beeta's help.

Mentor Minutes - Giovanni

There are many Mentees this year, not has many Mentors. Anyone on the board who would like to serve as a mentor, let Giovanni know.

Two dozen mentee requests. 30-60 minutes for 2 to 3 times. Have had a a lot of high statistical/quantitative methods questions. Other questions: How did you get started in evaluation? How do I do field experiments? How to facilitate theory of change workshops?

Can set expectation, e.g., contact in 2 months.

The coordinator **Emily Dingel** matches people.

Valerie mentioned a First generation professionals conference- we'll hear more. These are the first person in his/her family to get a college degree and work in a profession. Could roll it into the Diversity initiative as a class issue. Val will follow up.

Elections Process

Board nominations will be announced tomorrow at 11 am. WE will receive nominations tomorrow through Oct 9.

The Secretary confirms the members are in good standing. Natalie and Giovanni will do it since Kevin has moved to Ohio. This year, we will use Google Form on the website.

Community Engagement Chair (see notes from June): needs to be voted on as a change to the Bylaws. Will be added to voting.

Then 3 more weeks for elections. The intention is to go to the AEA conference knowing who the Board members are.

If board member wants to run for something, then can appoint someone for the remainder of the term. That way the President has someone with experience with two-year terms.

WE has a 25% voting rate, which is higher than AEA, which is 16%.

Giovanni has the physical WE banner/sign, needs to transfer to someone else.

Meeting adjourned.