

6/19/19 Washington Evaluators Board meeting

Attendees: Giovanni Dazzo, Patricia Shaffer, Melissa Chiu, Beeta Tahmassebi, and guest Josh Joseph
Natalie Donahue, Kevin Jones: out.

This is a planning meeting.

Natalie gave Giovanni her proxy vote for initiatives.

President's Report:

Local affiliates collaborative meeting last week— Minnesota affiliate interested in discussing scholarships. Giovanni presented WE's scholarship process, materials, pitfalls. Usually had it only in years the conference was in DC, but starting to do more often to promote new professionals. Minnesota received a \$36,000 grant from the Bush Foundation, enough for 40 scholarships for students and new professionals to attend AEA in

MN this year. They opened it up geographically to neighboring states and indigenous peoples of Canada. Using it to promote diversity and inclusion in the field. For next year or the following, should we look for grants that are promoting diversity and inclusion in the Evaluation field? Often from local foundations.

Next: how do affiliates apply for grants. Could bolster some of our activities.

Organizational governance- Giovanni signed up for Tech Soup- a way for small nonprofits to receive discounts on tech, equipment and software.

We are now a qualified member. We paid the administrative fee so we get Zoom, which has capacity of up to 9 hosts.

WE has 343 members. Up 70 to 80 members so far this year, and it's surpassed where we were in 2017, which was a higher point.

Can we do a Membership Drive? Many people don't know they are not actually members, since they are on the contact list. We can send email.

ACTION: Follow up with Natalie. We owe an email to Zachary Gray at AEA. The email is drafted, to send out to AEA members who live in this area, ask them if they are aware of their local affiliate? Would give us access to AEA's list too.

Suggestion from guest: Do something to set this email apart, use Humor, etc.

ACTION: Partner with MERL Tech, and Measures for Change (convened by Urban Institute). In the email, ask if their organization might want to become a member.

President-Elect:

Mika Yamashita has volunteered to be on the **Communications Committee**. People want to try it out before committing to being Chair.

We have Google for nonprofits account but there is a conflict. We can't have Wild Apricot account because emails come from the domain. Trying to figure out how to make the technologies work together.

Will hold a Consultants event in the fall, an Informal panel discussion, e.g., how to get business, and maintain a website.

Programs:

Webinar only events— discussion about the challenge of getting seminar space; webinar option was for members only. For Webinar-only formats should we open only to members?

Maybe with more organizational members, maybe we can get more space. **ACTION:** Melissa to talk with Natalie.

Giovanni has 3 webinars lined up on the theme-

Declaration for Gender Equality in Evaluation- at the FREER African Conference.

Learning exchange from the global south- indigenous evaluation methods. CLEAR-A at University of Wits in South Africa.

They can connect us to an evaluator in Botswana. We could open up to other local affiliates, but may be limited in number on the Zoom account.

Evaluation Use: Clear-A network is doing research on training Parliamentarians on how to use evaluation. Then we can host a webinar for us to present on something.

Discussion: Recommend keeping the webinars for members only. On the other hand, the \$25 fee may be a barrier to the people we're talking about.

Do we need a policy? Or leave it in SOP. And on an ad hoc basis open it up to non-members. An SOP Gives us flexibility.

Record and put on website? Make live event members only and then put the recording online for everyone? Or vice versa?

Announce events first to members, then to others. Or hold seats for members only vs. non-member slots.

For seminars: maybe we could set up dates and locations ahead of time, and ask speakers to fill those timeslots. If people fall through, Giovanni has a backup list of people who can fill in.

WE is having a happy hour after TEI on a night that doesn't have a special event. Have something on the 11 and 17th, but another night. If we can get the speakers or faculty members to attend. July 12-16.

Michael Patton has 4 students. In ethics class. He's running it as a clinic.

Treasurer:

\$4200 in membership so far, and we thought we'd get \$5000 for the year. WE has \$18,208.47 in assets. Started with 16k. This includes our reserve. We are well off.

Measures for voting:

Approve Community Engagement Chair who will manage: Mentor Minutes, Evaluation Without Borders, Student and New Professional Task Force. We want to continue these legacy projects. These initiatives are external facing. It would increase our Board to 9. We are one of the largest affiliates and one of the smallest Boards, and we have lots of programming.

VOTE: Patricia, Melissa, Beeta, Giovanni, Natalie (proxy vote): Yea.

Need to have membership vote, then it will become active January 1, 2020. President can start task forces, so we could appoint one now.

Typical voting Response: about 30%. Our voting rate is higher than AEA.

Evaluation Without Borders: 9 pro bono projects are going well, each has an MOU signed with our organization, sets expectation of clients and pro bono evaluation team. Emily set up a Google Groups list, and they have a forum to discuss things.

Mentor Minutes going well. Over 12 matches for the year, more than all of last year.

REQUEST: can Board members sign up as mentors, commit to one to two meetings. Questions often simple, like, I want to learn about consulting. Sometimes very discreet and informational, others may be more connection-seeking.

Suggestion: in the weekly digest- add a Did you know? Section.

Can the two Emily's write a blog and we put it into the weekly digest?

Second measure:

Approve Bylaw revisions which will be sent to membership for approval.

Vote: Patrica, Melissa, Beeta, Giovanni, Natalie (proxy vote): Yea.

Think about next year's board. Not a diversity complex, a quota, but a targeted initiative starting now. Federal evaluators make up 25% of membership, but the majority of Board membership. Need more nonprofit Board membership so we can represent the community better.

The current schedule for elections- last year, we opened elections too late. Nominations will open in August, to give people time to think about it.

Can announce it at the panel event. We have an intro script in the SOPs. Maybe have a handout or a website.

Get Committee volunteers to see if they want to join the Board.

Want to follow up on the Strategic Plan.

Do we want an SOP or a Policy Statement? An SOP isn't public. Only policy is WE doesn't pay for alcohol.

Could make videos with current Board members: What do these roles entail? Record it on Zoom and post it. This is what I've worked on, this is what I've enjoyed, how much work is it, etc.