



## **Washington Evaluators Board Meeting 9/15/2021 – MINUTES**

### In attendance:

Beeta Tahmasebi, President  
Esther Nolton, Program Chair  
Kantahyanee Murray, Community Engagement Chair  
Bryce Leary, former Mentorship Minutes coordinator  
Courtney Carr, Communications Coordinator and Acting Communications Chair  
Fanni Farago, Scholarship co-coordinator  
Betsy Kaeberle, Mentorship Minutes Co-Coordinator  
Maryfrances Porter, Mentorship Minutes Co-Coordinator  
Marie-Ellen Ehounou, Membership Coordinator  
Jessica Pomerantz, Treasurer

### Not in attendance:

Emily Bango, President-Elect  
Patricia Moore Shaffer, Past President  
Melissa Chiu, Secretary  
Natalie Donohue, Membership Chair  
Katherine Braga, Communications Chair – On Leave  
Kelly Feltault, Program Coordinator  
Val Caracelli, New Professional and Student Coordinator  
Eric Keys, Scholarship Committee Co-coordinator  
Mindelyn Anderson, Evaluation Without Borders co-coordinator  
Katie Pitts, Evaluation Without Borders co-coordinator

### Guests

None

### **Agenda:**

#### **1. Welcome and Agenda Review**



## 2. Governance:

- Not enough in attendance to have quorum so voting on August 2021 meeting notes moved to October 2021 board meeting.
- Review of monthly financials (Treasurer)
  - Jessica:
    - There will be a small anomaly in the September 2021 report because we have money in PayPal since sending check for Scholarships course at first didn't work, but then it did, so now there's funds in PayPal;
    - There's a mysterious \$20 annual and \$20 monthly charge for Zoom account coming out of WE's PayPal account, unclear why this is happening; Esther: it may be a monthly add on for the large capacity Zoom room, not sure how much we're supposed to be charged for it though; Jessica will discuss with Giovanni and make sure WE isn't overpaying
  - Wild Apricot: Esther confirmed the previous issue with it is resolved for now.
  - Esther: a few guest speakers have asked about whether WE offers honorariums, should WE potentially offer this?
    - Beeta: WE shouldn't be offering this retroactively; WE has a long list of willing speakers who are happy to share their knowledge, let's discuss this topic and make a decision at a later time.
- Elections:
  - WE is continuing to collect nominations for various open, elected board positions for next year:
    - President position is open to current board members; Esther Nolton has put her name in
    - President elect position is also open: Natalie Donahue put her name in
    - Secretary position is also open: it's for a 2 year term
  - Some volunteer positions are still open too
    - Evaluation Without Borders chair, Mindelyn Anderson is willing to stay on as a thought partner for the next incumbent.
    - Communications Committee also needs extra support, a willing co-chair or volunteer



- Kantahyane: Should we have a university ambassadorship volunteer coordinator position?
  - Beeta: It's a possibility but WE has hesitated in being too structured about the volunteer roles because it's hard to fill all of them and sometime co-chairs work well together but sometimes they don't
  - Scholarship committee to gather ideas and information on University Ambassadorship program/possibilities and come back to board to share, possibly in October 2021.

### **3. Committee Updates**

#### Communications

- Courtney tested out Buffer, it seems really easy and it works well; Courtney is to work with Katherine to transfer accounts to Buffer and deactivate other types of accounts on HootSuite.

#### Mentorship Minutes

- All mentees have been matched, there's no more backlog.
- Discussion about rebranding the program and shared [related document](#) for the Board's review and feedback:
  - Exploring new names for it: Consultation Corner or Career Consultation. However, at Presidential Dinner about Mentoring, WE Member seem to like the word "mentor" in the program's title, but less so like "minutes"
  - Registration process should be simplified in new version of program; every aspect of it could be simplified and streamlined

#### Scholarship Committee

- In connection with trying to expand recruitment of participants for 2022, we will develop and deploy a brief survey to 2021 scholarship applicants and recipients to collect feedback on folks' experiences of applying for this program and to gain



a better understanding of how we could perhaps make it an easier application process that is more appealing to future applicants.

- In connection with expanding the University Ambassadorship program, we will start a conversation with our current ambassadors and survey them as well to better understand what they could provide to WE and vice versa to strengthen the existing relationship and make it more mutually beneficial.

### Evaluation Without Borders

- Kantahyanee shared the coordinators' updates:
  - Signed 2 new community organizations while 3 organizations didn't respond, probably because of pandemic-related challenges and they're also in different time zones
- Mindelyn and Katie are going to share a lessons learned document prior to their rotation off of EWB
- Discussion about recurring challenge of finding partner organizations for a longer list of interested evaluators, similar to how it has been a challenge of maintaining a sufficient number of mentors to match the great interest for them
- Beeta: Let's loop Giovanni back in to discuss how to navigate these challenges for EWB given that EWB was his brainchild and he has experience and insights on how he addressed such issues

### Membership

- Chair not in attendance so Beeta shared main update
- WE currently has 592 members which is fantastic.

### Programming

- Esther gave updates for this committee:
  - We have slowed down our programming, meaning that we aren't planning any new events for 2021, however, planning is in the works already for 2022.



- WE Board Meet and Greet event went well, thank you to those who came and shared their experiences serving for WE.
- Legacy events discussion, these are the events that we offer on an annual basis
  - WE happy hour during AEA conference: November 9th 5-630pm EST; virtual; breakout rooms
  - WE holiday party; raffle prizes offered and giveaways, it went well last year over Zoom, it'll be virtual again this year, let Membership know of your ideas and help WE find great raffle prizes to make this a fun event.
    - Fanni share idea of creating a WE focused Kahoot survey that could be one interactive activity for the guests to participate in and win a prize for. Beeta agreed that this could be a good way to engage with folks, she offered to create it and Fanni agreed to moderate it.