MEETING AGENDA – April 12, 2016

Confirmation of Attendance on Call

In attendance: David Gill, Mary Nash, Tamara Hamai, Matt Feldmann, Steve Maack

Not in attendance: Laura Keene, Myia Welsh, and Loretta Kelley.

Recurring/New Topics

Newsletter

March distribution by Mail Chimp

- 42% Open rate, 8 bounces (4 soft/ 4 hard), 2 people unsubscribed, 926 successful deliveries (815 email opens)
- Mail Chimp was successful
- Newsletter was also posted on the TIG website.
- Number of words is a little more flexible, but we shouldn’t allow the articles to get much larger
- Will continue with Mail Chimp

Meet a member column

- Sharon Ghuman reached out to Loretta and self nominated herself to be interviewed as the featured independent consultant. Using a new process of asking another member to provide the interview structure, Loretta is planning to reach out to Rita Fierro to interview Sharon since they both have international experience.

IC TIG Survey

- There was positive response to the survey report in the newsletter
- Matt will create 3 – 5 small 1 page reports concerning the fees and revenue section. He will work with Myia, Mary, and Nicky to post those reports as small teasers to Facebook, and the reports on the Community Discussion Board.

Book Club

- Matt expressed support for the Book Club led by Michelle Molina. There has been frequent discussion on the Community Discussion Board, which gave Matt some concern. Steve believed that the communication should occur. Generally the
discussion will evolve naturally and Michelle will coordinate this. We have reached out to her to let her know that we will provide any assistance she needs.

Board Committee Updates

TIG Chairs
- No updates

Program Chairs
- 30 Proposals – Acceptance rate will be 75% so we will be accepting about 23 proposals
- 33 Reviewers, all proposals will be reviewed 3 times
- Send final acceptance/rejection notes by May 2, reviews due from the reviewers April 25
- The program chairs will involve the TIG Leaders as needed.

Social Media Chair
(Note that Myia wasn’t able to attend the meeting. The following are her notes sent to Matt with some additional commentary from the meeting.)

- Nicky Bowman is now an Editor on our FB page, meaning that she can post content as the Independent Consulting TIG (just like our other contributors).
- Steve was complimentary toward Nicky as a contributor since she will be taking a leadership role with AEA as an indigenous evaluator. He will reach out to Nicky to encourage her to write about her experiences as an indigenous independent evaluator on the Facebook site.
- Myia did some problem solving in the area of adding new contributors and how their privacy settings impact that. I've learned that a person's privacy settings will dictate whether I can look them up and give them permission to post on our FB page. Some folks are hesitant to change those settings, even for a short time.
- I’m working on documenting all that in a how-to sheet - both for my own reference and for our organizational knowledge.
- Mary suggested that we may want to put up a new background photo for the Facebook since the current background photo is from the Fall 2013, IC TIG Business Meeting in Washington DC.

Print/Web Media Chair

- Staying up to date with TIG activity and placing that up on the AEA TIG website.

Strategic Planning

- Steve contacted Tamara and asked about taking over goal 3. She wrote an article for the newsletter about this.
- Moira Rivera contacted Steve about evaluation of the strategic planning, but nothing has been completed here.

Other

- Rita Fierro was nominated by Steve Maack for the AEA Board.

Next Steps
- Reviews will be submitted to the Program Chairs, decisions will be made
- Matt to do TIG survey submissions with Myia’s, Mary’s and Nicky’s assistance
- We will support Loretta for members to solicit newsletter articles.
- Next meeting will be May 10 at 9 a.m. CDT using the same Zoom approach.