



SWE-KC Executive Council Agenda

SWE-KC, FY19

July 31, 2018 at 5:30 – 6:30 pm

Panera

1128 W 103rd St, Kansas City, MO 64114

I. Call to Order – 5:30

II. Roll Call

SWE-KC Roll Call		
Position	Name	Attending
President	Amy Gum	x
Vice President	Kaitlyn Mores	x
Treasurer	Katie Bushong	x
Secretary	Jenny Lu	x
Events Committee Chair	Aswathi Pradeep	x
Professional Dev. Event. Co-Chair	Sunita Lavin	
Professional Dev. Event. Co-Chair	Jenna Harpole	
IGED Committee Co-Chair	Kristin Murray	
Membership Committee Chair	(OPEN)	
Outreach Committee Chair	(OPEN)	
Awards Committee Chair	(OPEN)	

III. Review/approve minutes for June – N/A

IV. Introductions & Ice Breaker Activity

V. Old Business

- A. Transitions
 - a. Everyone has met with their respective predecessors for transitioning.
- B. Google Drive, Accounts Fact Sheet, Activity Log
 - a. Ignore all reference to I003 – no more regions.
- C. July Meet & Greet @ ~~Boulevard Beer Hall~~ Brewery Emperial
 - a. Good turnout (9 people) despite rain and last minute venue change.

VI. New Business

- A. SWE-KC Organizational Structure
 - a. See org chart.
- B. Role Descriptions
 - a. Officers to review respective role descriptions by strategic planning session, and note if you have any additions or changes to point out.
- C. Officer & Committee Chair Expectations
- D. By-Laws
 - a. Need members to approve and send to SWE organization by Oct 15; needs approval period to be open for 30 days.
 - i. Send out early September.
 - b. Amy has emailed by-laws committee, awaiting response.
- E. Fellows Reception
 - a. Last year decided to change it up this year.
 - i. Didn't work out well.
 - ii. Speaker didn't gather enough interest.
 - iii. Maybe change date or location – might not be in September.

- b. Kind of a membership drive.
 - c. Shelley sent Amy some speaker potentials, Amy will send out to EC for feedback.
- F. Monthly EC Meetings
 - a. Second Thursdays each month, 5:30-6:30pm, Stateline Panera
 - i. Thursday, August 16th
 - ii. Thursday, September 13th
 - iii. Thursday, October 18th
 - 1. Will move due to SWE Conference
 - iv. Thursday, November 15th
 - b. Potentially add in call-in option?
- G. Strategic Planning Session
 - a. September 8th, 12-4pm, Cerner
- H. Member Survey
 - a. Will send out via eBlast in August – we want answers by Strategic Planning Session
 - b. Please review.
- I. SWE Annual Conference
 - a. October 18-20, 2018 in Minneapolis, MN
 - b. Volunteers 50% off registration
 - c. SWE-KC Reimbursement Opportunities
 - d. Early bird deadline: September 18th

VII. Officer Reports

- J. President
- K. Vice President
- L. Treasurer
 - a. Draft Budget for EC to Review in August
 - b. Reimbursement Process
- M. Secretary
 - a. Name Badges
 - i. Amy will email info to Jenny.
 - b. Membership Reports
 - i. 62 as of July
 - c. Password changes
 - i. Will take care of during Strategic Planning Session

VIII. Committee Reports

- A. Events
 - a. Need a host for an August Meet & Greet or Event
 - i. WE KC can count as August event
 - ii. Skip August Meet & Greet due to busy month.
 - b. Ideas for Sept/Oct events
- B. Professional Development Event (WE KC 2018)
 - a. Sponsors
 - b. Registrations
 - i. 22
 - ii. Need to include speakers info on eBlast
 - c. SWE Membership Table
 - i. Jenny will lady the table 4:30 – 6:30pm, during networking
- C. Awards
 - a. WE Local Awards Packet available August 1st
 - b. WE Local Awards are due September 30th
 - i. Amy has put an ask out to a SWE-KC member to help with WE Local awards
- D. IGED Jr
 - a. Kickoff August 22nd, 2018 5:30-6:30pm @ Panera

- b. Date: November 9th @ UMKC
- E. IGED
 - a. Date: February 22nd @ Bartle 3501
- F. Membership
 - a. Amy is talking to someone about this position.
 - b. Do we need to do a call tree of renewal?
- G. Outreach

IX. Recognition

- A. Kerrie Greenfelder and Amy Gum will both be awarded a STEMMY Rising Trendsetter Award at the Central Exchange STEMMY awards luncheon on September 27th
- B. Amanda Porter gave birth to a healthy baby girl on July 18th
- C. Sunita Lavin graduated from the Centurions Leadership Program on June 22nd
- D. Add to eBlast and newsletter, add link for people to nominate others

X. Announcements/Important Dates

- A. WE KC Professional Development Event:
 - a. Thursday, August 23rd, 2018 4:30-9pm (Burns & McDonnell)
- B. Strategic Planning: TBD
- C. WE18 Annual Conference: October 18th-20th (Minneapolis, MN)
- D. WE Locals in Denver & St. Louis

XI. Next Executive Council Meeting: ~~Tuesday, August 21st~~ Thursday, August 16th from 5:30-6:30pm @ Panera

XII. Adjournment