

## **Final Minutes for IGDA Board Meeting 9/9/11 (approved 10/14/2011 Board meeting)**

Present: Brian, Tobi, Dustin, Jane, Scott, Cordy, Jamil, Coray, Wendy, Darius, Erin, Dave, Rodney

Absent: Feargus, Jane

Staff: Ryan, Jack, Gordon (Diann will not be attending, Gordon is in transmit)

Agenda:

- Minutes
- Leadership Forum
- Finance Update
- Executive Session

Meeting was called to order at 12:04 pm.

### **Minutes:**

Motion to approve minutes from 8/14:

Tobi moved; Darius seconded; All present approved, except Erin who abstained.

### **Next meeting:**

LF is Oct 27-28, with a board offsite Oct 29th.

Prior to that there will be a Board meeting Oct 14th, 10 am PST, 1 pm EST

(Gordon arrived, 12:08 pst)

### **Leadership Forum Update (Gordon)**

Schedule is up; recently confirmed id is going to speak.

25 tickets sold so far plus 4 with SCRUM.

We didn't do early bird discounts this year, so it may slow registrations. We may need to do a discount code competition again.

Leadership Forum team meeting info will be sent out.

### **Finance Update (Dustin)**

The summary was sent ahead of time so this can be spent on questions.

Key points of note:

- Our Cash Position is presently \$16,001.08
- Our Current Accounts Receivable is \$95,448.00
- Our Current Accounts Payable is \$14,622.74
- Compared to last year, we are substantially lower on the cash front by about half (\$38K vs \$70K)

Emphasized the need to promote and close sponsorships for the Leadership Forum.

**We've budgeted for \$168K in revenue for the event. Right now we've taken in \$28K, so there's a long road to go and 6 weeks to get there.**

Discussed the importance of all Board Members helping to promote the event to make it successful. Also reiterated the Financial responsibilities of the board members. It's imperative that each Board member review the monthly reports and stay informed on the situation. The weekly finance committee meeting is a good time to get additional information.

(need to paste in reports from pre-meeting email)

Convened Executive Session at 12:18 pm.

Executive Session ended and meeting adjourned at 1:30pm

### **Premeeting reports:**

#### **Brian:**

- \* Participated in Finance and ESP committees. Got website contract going for GGJ, preparing for site signup Oct 1.
- \* Had bi-weekly scheduled calls with Gordon to discuss and go over status
- \* Signed up Riptide Games as a studio, helped contact a couple other studios for studio affiliate
- \* Promoted LF on Twitter, Facebook and individual communication to my network

#### **Dustin:**

Committees

EC - It's the EC...fingers in all pies.

Finance Committee - Requested a new debit card be granted, which has been received.

We've generated the Monthly reports, which are about to come out under separate cover. The committee worked to get an agreement and funding in place for the GGJ's website operations.

Task Forces

- Member Task Force has polled a diverse range of influential members on the pricing adjustment. Nearly all reports back say that the cost is not as big an issue if the value from the organization is there.

IGDA Local

IGDA Orlando has an elected Board on its way to formalization.

IGDA Orlando is about to celebrate it's 10th anniversary. Has it been that long???

#### **Jane:**

-Governance: several meetings about the ED; outline option 1;

-begin drafting proposal for board reform

-a few calls with Gordon re: his performance, his travel schedule, staff goals

-chat with Ryan about staff goals.

-Communications: Met with Ryan several times to brainstorm ways to generate awareness around LF

-spoke with Jack about the website -- i hate the graphic, we should feature speaker pics instead

-Studios: reached out to The Behemoth, Harmonix, 2D Boy, Other Ocean to get studio membership; captured Harmonix but others require further effort

-Spoke with Jack and separately, with Gordon about the education initiatives and how my home institution (UCSC) can be involved.

#### **Wendy:**

\* Promoted LF on Twitter, Facebook and individual communication to my network.

\* Approached Escapist Magazine about doing a similar promotional deal to the one we did for IGDA Summit which was quite effective.

\* Joined up another volunteer to the IGDA Communications Committee

- \* Started trying to find a way for us to send an email to our membership about Leadership forum (I'll give you a hint - it's an unnecessary mess)
- \* Began reboot of Communications Committee.
- \* Investigated who we should contact at Eve Online about re-signing their studio

#### **Tobi:**

- worked with Albany chapter coordinators to organize September meeting. They had stalled during formalization and have had trouble getting moving again. Finally moving!
- worked through IGDA studio affiliates program updates - since many studios are run by developers and contain developers, their support can open doors with their members, and underwrite programs. Working on getting an update on this later this evening from Gordon. He has brought in/back: Large Animal, id, Ubi Montreal, SuperBot, Harmonix, riptide (well that doesn't quite count ;), and BBC.
- attended two finance meetings, various EC meetings
- bought 8 leadership forum tickets to help with cash flow

#### **Darius:**

- Committees
  - Tech hasn't met. My fault.
- Task Forces
  - Member pricing task force hasn't met, since we didn't get a chance to discuss our proposal at the last board meeting
- Other IGDA stuff I've worked on
  - Introduced Gordon to Abby Miller of StackExchange.com, who is interested in sponsoring chapters and GGJ. They had a good conversation, according to both parties.
  - Various website wording tweaks, mostly related to registration process
  - Provided some studio contacts in the spreadsheet that was sent out
  - Helped with member renewal emails and other email issues

#### **Coray:**

- Detailed out Educational Partners outreach program. Awaiting further contacts and ED/staff time to execute.
- Working with Jamil on IGDA 20. Looking forward to diving into that further.
- Revamping Jersey chapter.

#### **Jamil:**

- Studios: calls/in persons with Gordon, set up strategy, introduced him to studio contacts, he met with them, getting money in
- Sponsors: calls/in persons with Gordon, set up strategy, introduced him to sponsor contacts, he met with them, getting money in
- IGDA 20: calls/in persons with Gordon, decided on two prong approach, both HR SIG survey and HR manager survey, still need to move forward, I haven't been pushing this one as much as the revenue oriented tasks

#### **Cordy:**

- Meet with Gordon during PAX and planned strategy around IGDA education website and sponsorship strategy

- Pushed Leadership Forum through Microsoft Studios Management (200+ people)
- Spoke with 3 different Universities and student groups about the importance of IGDA for sponsorship and student membership
- Looking at initiatives around Global Game Jam and Kinect specific competition
- Worked with Kent Foster to lay out LOA around the 50K I have committed to the IGDA