

Final Minutes for IGDA Board Meeting 6/28/12

Present: Brian, Dustin, Darius, Jane, Ed, Sheri, Wendy

Staff: James, Gordon, Nick

Tardy:

Absent: Cordy, Coray

Discussion of off-site dates: August 4 and 5, 11 and 12, or 18 and 19

Announcements:

Dustin: Sue Bohle has been involved as PR agency of record. Last week Sheri and Dustin had a call to confirm relationship and her commitment to help out. In return she would like reference and acknowledgement. In the next board call she will make a brief presentation to the board.

Dustin: We have had non-profit legal representation from Hugh Webster, who is considered an expert in non-profit law. We are supplementing his services with counsel from Tom Buscaglia.

Dustin: iMiS update: Talley and James have been involved in helping to build and deploy the new iMiS services. It is live. It will be easier to identify unrenewed memberships and initiate contact, as well as to track memberships.

Wendy: I have not received the email. James will look into it.

Next meeting: July 19th 2pm EDT. Week before the Summit.

Called to order at 2:15 pm EDT

Review previous meeting minutes: Jane moves to approve minutes, Sheri seconds.

Passed unanimously.

Financial review led by Ed Fries

- Need to approve re-forecast budget, actuals through April
- On membership, numbers are still tracking behind
- IMIS should help get that back on track
- We controlled expenses through May
- Party for E3 made money (\$5000) but we haven't been paid by Intel yet. Gordon to track down.
- Summit: projected \$25K and we're at \$32.5 right now, with \$10K more still possible.
- Accounting discussion with Casual Connect: we keep all sponsorships, we keep registration from our direct registrations. No revenue from registrations from CC.
- Generally the re-forecast is positive and ahead of previous projection.

Wendy moves to approve, Darius seconds.

Passed unanimously.

Wendy asks that the minutes reflect the appreciation of the board for the finance committee's hard work on this.

Ed: asks Nick to give brief self-intro -- he is new finance liaison from Talley, assisting Diann and working on day-to-day finance operations.

Ed: The audit is in progress, the report contains no issues, and will be passed to the board for review soon.

Scholars Program update led by Gordon

- IGDA Summit and first time in Brighton at DEVELOP.
- Board members encouraged to reach out to the scholars participants.

Website Project update led by Dustin

- RFP has been reviewed and sent out to several groups.
- Expect proposed RFP, Sheri, Darius, and Wendy to review proposals and make recommendations to the board for the next call.

Global Game Jam

- We are moving towards a cordial separation of GGJ and IGDA
- Negotiating on final terms of separation
- Expect final version for board review before the next board call.
- There will be an appointed permanent voting seat the IGDA board can fill.

IGDA Summit

- Registration are good but only approx. 20 are payable to IGDA
- Generate a set of actions today to increase registrations.
 - Ed will check to see when newsletter mailing will go out
 - Website will be updated with new content, including new talk descriptions
 - Board members encouraged to register now
 - Social media campaign, WIN and WIGI partnerships and mail blasts -
 - Ask board members and friends of the board, former board members, etc to help send out the word. Jane to ask Jamil, Sheri to ask Brenda, Darius to ask Mark, Dustin to ask Tom and Cordy. Sheri to send text with correct link to make it easier for everyone to send.
 - Send this out to all the speakers as well, ask them to advertise their session (Ed to ask Kim and Kevin Dent).
 - Suggestions for thank-you gift for Kevin Dent.
 - Folks from the board encouraged to present at microtalks.

Action Items:

Financial: Gordon to track down Intel invoice

Website: Sheri, Darius, Wendy to assist Dustin in reviewing incoming proposals

IGDA Summit: Various board members to ask various friends of the board to send out the message.

Summit: Sheri to send board members the link to use in messaging

Summit: Board members to suggest ideas for thank you gift for Kevin Dent.

Called into Executive session at 3:05PM EDT.

Reconvened at 3:26PM EDT and Meeting Adjourned.