

GLASS Steering Committee Meeting Minutes – April 5, 2016

1. The meeting was called to order at 6:28pm. Eight members of the Steering Committee were present at the call to order. Amy Gutierrez joined the meeting at 6:36pm
2. The Agenda, March Meeting Minutes and the Treasurer's Report were approved by a unanimous voice vote
3. Nominations
 - a. The Steering Committee moved to appoint titles to the newly elected members of the Board
 - i. Kelli Fallon nominated herself as Secretary. Andrew Fuentes seconded the nomination and it was agreed to unanimously
 - ii. Russell Page nominated himself as Events Director. Joseph Lindblad seconded the nomination and it was agreed to unanimously
 - iii. Mario Semiglia nominated himself as Communications Director. Joseph Lindblad seconded the nomination and it was agreed to unanimously
 - iv. Caitlin Hart nominated herself as Treasurer. Andrew Fuentes seconded the nomination and it was agreed to unanimously
 - v. Adam Henderson, Amy Gutierrez, and Joseph Lindblad expressed interest in the Professional Development Director position. The Board discussed expanding the position to include an Outreach Director and Membership Director
 - Joseph Lindblad nominated himself as Professional Development Director, Amy Gutierrez nominated herself as Membership Director, and Adam Henderson nominated himself as Outreach Director. The nominations were agreed to unanimously
4. Mission Statement and Steering Committee Standing Orders
 - a. The Board unanimously approved amendments to the GLASS Mission Statement
 - b. The Board unanimously approved amendments to the GLASS Standing Orders

5. Goals & Accomplishments

a. Personal Goals

- i. Caitlin Hart and Kelli Fallon discussed organizing more volunteer events
- ii. Amy Gutierrez and Andrew Fuentes mentioned organizing more educational awareness events and increasing coordination with other Hill staff associations
- iii. Amy Gutierrez discussed setting more quantifiable goals and targeting outreach to specific groups (i.e., queer people of color organizations, women LGBT organizations, CHCI, SBLSC, etc.)
- iv. The Board discussed getting a professional photo done and sending out a press release before Pride
- v. Andrew Fuentes agreed to start a running list of action items

b. Yearly Member Survey

- i. Joseph Lindblad, Amy Gutierrez, and Adam Henderson agreed to meet and discuss the survey within the next few weeks
- ii. Joseph Lindblad will take the lead on preparing the survey questions
- iii. Amy Gutierrez discussed adding questions to the survey to help with targeted outreach

6. Kelli Fallon and Amy Gutierrez left the meeting at 8:04pm

7. Speaker Series Update & Planning

a. Senator Blumenthal – TBD

- i. Mr. Fuentes denoted that he had reached out to the scheduler and was awaiting further reply

8. Social Events

a. March Happy Hour Recap

- i. Caitlin Hart heard a negative comment that the Board speaks too much to each other

- ii. Andrew Shine suggested that each Board member talk to at least one new person at future events
 - b. April Happy Hour
 - i. The Board agreed to host the next happy hour at Romeo and Juliet on April 21st. They also discussed reaching out to other Hill staff association boards to do joint happy hours
 - c. Pride
 - i. The Board agreed to participate in the Pride 5K race
- 9. Website & Social Media, Communications
 - a. GLASS emails
 - i. GLASS emails should be used only for GLASS related events and to keep privacy
 - ii. Email blasts and event materials should include a disclaimer if press will be present
 - b. Social network additions
 - i. Mario Semiglia will set up a GLASS LinkedIn profile
 - ii. The Board agreed to not set up an Instagram account
 - c. Facebook privacy
 - i. Facebook group will remain private
 - ii. The Board agreed that the Facebook group information should be included on future email blasts
 - iii. The Board also agreed that confidentiality language in bylaws should be added to Facebook group
- 10. Next Meeting
 - a. The May 2016 Steering Committee meeting was tentatively scheduled for May 3, 2016 at a to-be-determined location.
- 11. The meeting was adjourned at 8:40pm.