



## **Washington Evaluators Board Meeting 10/20/2021 – MINUTES**

### In attendance:

Beeta Tahmassebi, President

Melissa Chiu, Secretary

Natalie Donohue, Membership Chair

Esther Nolton, Program Chair

Katherine Braga, Communications Chair – On Leave

Kantahyanee Murray, Community Engagement Chair

Maryfrances Porter- co-coordinator for Mentor Minutes, lives in Charlottesville

Betsy Kaeberle- new coordinator for Mentor Minutes, GWU student, Program design and M&E

### Not in attendance:

Emily Bango, President-Elect

Patricia Moore Shaffer, Past President

Jessica Pomerantz, Treasurer

Kelly Feltault, Program Coordinator

Courtney Carr, Communications Coordinator and Acting Communications Chair

Fanni Farago, Scholarship co-coordinator

Val Caracelli, New Professional and Student Coordinator

Eric Keys, Scholarship co-coordinator

Mindelyn Anderson, Evaluation Without Borders co-coordinator

Katie Pitts, Evaluation Without Borders co-coordinator

Danielle Lane, Program Coordinator

Marie-Ellen Ehounou, Membership Coordinator

### Guests:

Joanna Prout, UMD Med

Jacqueline Singh – scholarships reviewing, mentoring

Sindisiwe Khum

### **Agenda:**

#### **1. Welcome and Agenda Review**

#### **2. Governance:**

- Approval of [last month's meeting minutes](#) (Secretary)

Melissa motioned to approve the October minutes. Esther seconded. VOTE: **Approved, no nays.**

• **Review of monthly financials (Treasurer)**

Cost for Wild Apricot is going up next year, from about \$1500 to \$1800. Moving away from it would be a big deal and we do have the funds for it.

Current price: \$1,536.00 / year (20 % savings)(plus HST/GST if applicable)  
Billing plan: Professional 160 (phase out June 15, 2021) - \$1,536.00 / year

New price: \$1,824.00 / year (you save 20 % savings) (plus HST/GST if applicable)  
Billing plan: Professional - \$1,824.00 / year

**3. Update on election and board positions we are still seeking volunteers for (Melissa and Esther)**

Election for President and President-Elect is proceeding. Katherine to co-verify the results this year since Natalie (current Membership Chair) is on the ballot.

Schedule For the special election for Secretary:

- We will hold a meet and greet first week of November for at least two candidates. Esther and Melissa to find a date. Will open election after that.
- In the Digest: Oct 26 nomination deadline for Secretary.

We have open Board positions-

- Coordinator positions on committees – membership, communications, community engagement-university ambassadors and scholarships. No cap to these committees.
- Katherine will post in Digest: membership and community engagement

After the main election, will put Natalie and Esther on WE bank account and move Beeta off. Must be done in person.

**4. Committee Updates:**

• **Membership**

Lost one organizational sponsor, now at 18. Kennedy Center. Did the normal check ins. Katherine did Member Spotlight on him last year, but he didn't respond for 6 months. Natalie might try to find someone else there. Muna Shami is also at the Kennedy Center. Natalie will reach out.

574 active members. New international rates proposal will be coming. We have had a lot of interest from international members. Can gauge if they sign up or don't respond.

For end of year report, in next couple of months: Natalie will provide Beeta with info on where we were at the beginning of the year and end. Do in early December.

- **Communications**

Not communicating at the rate that we used to. Started to launch on Buffer. The AEA conference is coming up and would like to do traditional calling out of AEA members' speaking events. Need a searchable [program](#). Website has changed and is not working the way AEA wants it.

Board members expected to pitch in to search for members on the program. Minimum the voting members--It's a board duty. It goes quickly with many people helping. Last year was 20 minutes. Natalie will provide a list of membership.

- **Community Engagement (Mentor Minutes, EWB, Scholarships)**

Has flyer for LAC session on sharing our DEI journeys.

**Scholarship:** Fanni is drafting a survey instrument for applicants on the process, and a survey of the recipients on their experiences, to help with the scholarship publicity. Working with Eric to draft an instrument for the University Ambassador program. For revived plan for University Ambassadors.

Jackie Singh will review scholarships. Kantahyanee will ask them to work with Jackie to loop her into the process for next year.

We struggle to get a lot of applicants. Membership is required, but we give a free year of membership as part of the scholarship. **Can we open it up? Others really liked the idea.**

When they meet with Esther, they can talk about it and come back with a recommendation.

**EWB:** EWB Closing Event: <https://washingtonevaluators.org/event-4222247>

**MM,** Betsy, Maryfrances: Matched all of our mentees who were in the queue, and not accepting mentees right now. No new mentors signed up either. Sent a feedback survey to mentors and mentees. Lots of responses, Mentors responded, Mentees less responsive. Did they meet enough times, outcomes. Some people got jobs based on career advice or grad program advice.

**Rebrand:** we were going to have people edit the website. Needs to go out still. They have some suggestions and would like more feedback so they can relaunch and start matching people. They want to use the survey too (16 people). Want to create specific instructions for if you want to extend your interactions. More mentors than mentees wanted to continue. This way, we keep the initial lift low, but give people the opportunity to connect.

Decided to just send it out.

Survey: <https://docs.google.com/document/d/1TtBi-GieQqz1zCWyic4SiDzUfFK9ivDkOhrnLlgTEc/edit?usp=sharing>

Need a catchy name. Should we put something in the Digest, a survey on what they are looking for. It could be that the current program wasn't what they wanted, so they weren't interested.

Kantahyanee to you ask the community engagement teams to send Beeta some stats about their areas. A summary of what they did this year, and any wins/celebrations or things they hope we will do more of or do better next year.

### **Board Discussion: Paying for Development Experiences**

Fanni, Betsy, and Maryfrances are presenting at AEA on new and emerging evaluators. Beeta is moderating.

Fanni was waiting to hear about a hardship scholarship from AEA, as a graduate student. Discussed with team, we don't currently have a policy of supporting a Board member at events. Antiracism, and strategic planning has thinking outside the box on how to support DEIA issues. Fanni got the scholarship, so there is no immediate issue to address. Betsy was close to a similar situation. This is a rare circumstance.

**Do we want to have a policy?** We will be in line with thinking about how to engage, how to include those who cannot afford not to work, or transportation assistance to get to a meeting.

Board agreed that clear criteria are important.

Paying for Board members:

- This is a WE event. Speaking on behalf of WE. Strategic goals explicitly talk about redistributing funds. One Board member willing to pay travel and hotel too.
- Offered visibility at a national level. And now pay to participate. But would membership think this is an inappropriate use of funds?
- If board is representing WE then what do we pay for, cover all or only some part of it to cover the hardship? When we have a board member representing WE at a conference, can we support them.
- Also it's an unusual year- wouldn't normally be offering these spots because it was supposed to be in DC this year. Usually WE has one session, usually the chairs who present. This year we got a second session.

Scholarship fund:

- Other LAC's have scholarship fund for conferences. People apply.
- Should board members be able to get it? Could we pay for membership for Board members for whom there is a scholarship?
- We should be cautious. Logistics of timing. If AEA does this too, then do we announce only after AEA has announced so that people don't double dip?
- Swapping out speakers is a common thing at AEA. Speakers should tell people up front that they can only attend in certain situations.
- Be careful of other non-AEA conferences. There's also Summer Institute and CREA conferences that is associated with AEA. AEA workshops and educational development.
- Prefer the scholarship fund option for conferences.

WE's values and strategic plan:

- If WE is interested in supporting historically disenfranchised groups, then we should set aside money. It seems really important, kind of a no-brainer.
- We need underrepresented folks presenting period, regardless of their status. Can we spotlight someone? (Not usually at this conference.)
- Ensuring people can be front and center at that stage (student) is important and maybe we worry less about what people think. This seems to be primary.
- Not worried about what people think, but make sure it is open to many, not just the Board.

Whom would a fund be open to?

- Can we broaden to more but target student and new and emerging? Students are easier to track.
- We should start out with more inclusive than exclusive criteria. We have a scholarship and struggle to get people. Though it seems like it should be popular. I would err on making it open beyond students.
- Makes me cringe a bit if a Board member gets the scholarship because it's a volunteer organization. Don't want to appear that we are using members' funds to support us as Board members, if we are asking them to do it/present.
- We also get the criticism that our Board is mostly an appointed board. We have to go out and pull people and beg people for these positions. People are running uncontested. Who gets the privileged invitation to participate in the WE sessions.
- On the other hand, need to make extra effort to result in equity and justice.
- If we really want under powered people on the Board, then asking them to volunteer in a way that historically privileged people can is unfair. Their life is happening in a totally different way than other people's lives are happening. We want people to participate on the board and here are some benefits, that still seems less than adequate. Can't make up the difference. (Others agreed we are in a very privileged space.)
- Could make a fund and ask if you volunteer (for anything) not just Board volunteers. Have you supported, have you attended a certain number of events, have you been a mentor. How to assess hardship?
- What can we offer to the most number of people? Can we set it up to be more accessible to others? A pot of funds to apply to for membership.
- Leave it up to the folks asking, and when they apply, they can tell us what they're applying for? They tell us what event it is and they present their need case based on that. We don't need to make it super prescriptive from the beginning. Hardship, professional activity outside of AEA or WE, AEA conference.
- Then, if it's a Board member, they get extra points in the application. They are more likely to get it because of volunteering for WE.
- Natalie and team have an upcoming proposal for the membership structure, including international and hardship cases. Maybe use similar criteria here.

Beeta wants to make it make sure extra funds move WE stronger towards strategic plan.

Table for now. Thanks all for the vibrant discussion!

- **Programming**

No new programs in 2021. Starting to program into 2022.

Upcoming events through to November Board meeting (full list):

- 10/21 Navigating Challenges and Resistance to Equity (Members Only)
- 10/26 Learning Agendas: From Planning to Action (Open to Public)
- 11/9 WE Eval21 Happy Hour (Open to Public)
- 11/17 EWB Closing Event (Members Only)
- 11/17 October WE Board Meeting (Open to Public)

Issues to Discuss (in order of priority):

- WE Happy Hour - Save the date: November 9th (during Eval21)

AEA Eval happy hour. Nov 9, 5-6:30. Great to have board representation since we are 'hosting.' Esther's 13 students will be there.

- Holiday Party - Save the date: December 14<sup>th</sup>

Holiday party is Dec 14. Tuesday, virtual. Have some great raffle prizes. If have additional ideas, let us know! Don't need any more, though.

- DCSCPEP Organizing Committee formally raised up again - working on scheduling kickoff meeting

## **5. Board Action Items (if any)**

Beeta is working on the Action Plan edits.

**8:05 pm Adjourn**