

**ASSOCIATION OF ESD PROFESSIONALS
4601 FAIRFAX DRIVE
ARLINGTON, VIRGINIA**

**MINUTES OF THE BOARD OF DIRECTORS MEETING
VIA TELECONFERENCE
OCTOBER 8, 2021, 7:30 P.M. ET**

BOARD MEMBERS:

Julie Harmon	President
Faye Henry	Treasurer
Magdalena Diaz	Director (from 8: 22 p.m. until 8:42 p.m.)
Michele Elefante	Director

GUESTS:

Samantha Waterman	Executive Director
Sheila Watson	Manager of Program Development
Cristina De Miranda	Recording Secretary, Minutes Solutions Inc.

REGRETS:

Sally Van Wright	Secretary
Onyemma Obiekea	Director
Michael Peñafiel	Director

1. CALL TO ORDER

There being a quorum present, and the Directors having been given adequate and proper notice of the meeting, the meeting was called to order at 7:55 p.m. ET.

2. APPROVAL OF PREVIOUS MINUTES

The Board reviewed the meeting minutes held on August 27, 2021, as presented. A motion to approve was deferred until the next meeting.

3. BOARD INFORMATION ITEMS

Board information items were included in the Executive Director's Report. Items requiring further elaboration are outlined below.

Report from Executive Director

Association Management Software: S. Waterman noted that the new management software provided a user-friendly interface.

Job Board: S. Waterman noted that a job board might be activated via the website until the YM Careers software was ready. An employer can submit a notice to the job board for a fee (\$199 per month) and the Association gets 50%. The Association pays no fees to YM Careers up front.

Insurance for Members: S. Waterman noted that insurance for members is applicable to individuals, not organizations. Further information is required to determine what insurance will be available to organizations. There are some exclusions, most notably members who work with firearms. Insurance coverage is available on an annual basis or per event. The insurance company will provide the name and number of a contact.

ACTION – S. Waterman is to determine whether a member who is incorporated must create a DBA to be covered by insurance.

ACTION – S. Waterman is to determine what is required to provide insurance to Canadian members.

Committee Reports

Ethics Committee Report

M. Elefante reviewed the ethics policy and noted it required some editing to make the document more concise, and language needed to be added to avoid omissions. She was working to schedule a meeting with the ethics committee to complete the review. She noted that legal counsel should review the policy to ensure that the policy is comprehensive and consistent with law.

Credentialing Update

S. Watson reported on discussions held with the ESD community, including ESD professionals from all over the world, and with the Credentialing Advisory Council. The Council is composed of 9 members from five different countries of varying experience. There are a variety of ESD organizations represented (Global, Impact, Girls Fight Back, NWMAF, Sister Warriors, Assert) and other individual businesses. The Council discussed a variety of topics including credentialing types, reaching out to the international ESD community, recognition of pioneers, standardized international definition of ESD, accessibility, core competencies (measurable), examination structure, and examination fees. A sample examination was shared with the Advisory Council. S. Watson has also been researching software platforms for examinations.

Action Items

Insurance: S. Waterman asked the Board whether insurance should be available to members only or whether it should be open to everyone. The Directors agreed that access to insurance was a member-only benefit.

Measurements Commission Report: S. Waterman noted that the report was uploaded to the website and had been circulated to some already. She recommended that the report not be monetized. The Board agreed the report should not be monetized.

4. NEXT MEETING

Board meetings will be held on the last Friday of each month. The next Board of Directors meeting will be held on November 5, 2021, at 7:30 p.m. ET.

5. **ADJOURNMENT**

On a motion duly made and carried unanimously, it was agreed that there was no further business of the Association to transact; the meeting was closed at 9:13 p.m. ET.

DISCLAIMER

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting of the members of the Association. This document shall not be considered a verbatim copy of every word spoken at the meeting.

Secretary of Board
Sally Van Wright

Date