

PNW SRM Monthly Meeting Agenda

Date: Monday, March 10, 2025

Time: 9:00 AM

Location: Zoom

Present: Chris, Tom, Jenni, Gene, Rory, Andrea

Chris reviewed the process of keeping on topic with EOS. What the Heck is EOS.

1. Welcome & Quick Check-In (5 minutes)

- Quick roundtable check-in:
 - Share a personal or professional win, or something you're looking forward to.
 - Introduce the purpose of today's meeting:
 - Identify the **top priorities** we need to accomplish before our next meeting.
 - – getting election nominations together
 - – Fill Secretary position – Andrea temp till filled
 - – Approve budget
 - – Approve minutes
 - – Summer Tour planning
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 - Introduce the **Vision, Mission, and Rocks** work we'll focus on over the next month.
 - Chris will send intel to go forward. Open up the why. Eg: Patagonia – in the business of saving the planet.
 - Are we aligning with what we want to be.
 - Rocks – ten year goals, each month incremental goals.
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2. Elections and Officer Nominations (15 minutes)

- Finalize the **newsletter announcement** requesting officer nominations.
 - Discuss **open positions** and timeline for the election process.
 - Confirm **who will manage nominations** and voting logistics.
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3. Immediate Priorities: What HAS to Get Done Before Next Meeting (20-30 minutes)

- Brainstorm and identify **3-5 key action items** to complete before the April meeting.
- Focus areas could include:
 - Finalizing details for upcoming events (spring/summer/fall meetings)
 - Scholarship application outreach and review

- Communications and member engagement (newsletter, website updates)
 - For each action item:
 - **Assign an owner** responsible for follow-through.
 - **Set deadlines** for completion.
 - Confirm who will provide updates at the next meeting.
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4. Introducing the Big Picture: Vision, Mission & Rocks (10-15 minutes)

- Explain why this work matters:
 - Clarify **who we are** as the PNW Section.
 - Define **why we exist** and **what impact we want to have**.
 - Set clear **priorities** (Rocks) to help us focus and gain traction.
 - Overview of key concepts:
 - **Vision:** The future we want to create—our "Why."
 - **Mission:** What we do, who we serve, and how we do it.
 - **Rocks:** The 3-5 most important things we commit to achieving in the next 90 days.
 - Set expectations for next month's meeting:
 - Come prepared with ideas and reflections on our **Why**, potential **Rocks**, and future direction.
 - Optional: Volunteers gather examples or draft options before the next meeting.
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5. Action Items & Next Steps (5 minutes)

- Review all assigned action items and owners from today's meeting.
- Top 3
- 1. Election – recruit board members from each chapter. Rory will contact chapters and invite them to the next meeting.
- Chris sent out a message for the newsletter. Rory will speak to chapters about candidates.
- Saundra and Andy will take point on providing nomination intel to Tom to develop the form.
- Elections need to be done as quick as we can. Have some experienced people in first and second president.
- Newsletter – Bob G. could lead a discussion about newsletter at next meeting
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- 2. Budget – Tom has developed a proposed budget that was presented at the annual meeting fall 2024.
 - - \$1200 college student travel scholarship, \$600 high school student travel for total \$1800
 - - Donations of \$1000, Membership \$1000
 - Gene made a motion and Rory seconded to approve the 2025 budget. All approve.
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- 3. Minutes Approval – Andrea Fall Meeting didn't have quorum and needs approval via zoom meeting.
 - -Andrea will send fall meeting minutes and notes from today. Intro, Minute approval. Post minutes on website.
 - -Tom recommended posting on website and inviting membership to attend if we need a discussion. Tom will post these.
 - -Tom can post draft and replace with approved
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 - Confirm timelines and any additional follow-up needed before the April meeting.
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6. Wrap-Up & Closing (5 minutes)

- Recap key decisions and next steps.
- Confirm next meeting date and time. April 14, 2025
- End with a **quick meeting rating (1-10)** and feedback for improvement.
- Chris rated a 5, Gene, Tom, Andrea, Andy
- Rory and Jenni left meeting at 10 a.m.