

ATLANTIC PROVINCES ASSOCIATION FOR BEHAVIOUR ANALYSIS (APABA)
 A CHAPTER OF THE ASSOCIATION FOR BEHAVIOUR ANALYSIS INTERNATIONAL (ABAI)

Strategic Planning Minutes

Saturday, April 25, 2020

9:00 AM Atlantic Time

Chair: Monica Peters

Note Taker: Melissa MacDonald

In Attendance: Monica Peters, Ariane Choquette, Samantha Herberman, Laura Walsh-Martino, Amanda Saulnier, Kimberly Maich, Melissa MacDonald

Regrets:

I. Call to Order – 9:10am

II. Assignment of roles for meeting

Agenda Item	Notes/Discussion/Action Plan
Volunteer to take minutes	Melissa
Volunteer to make changes to document based on everyone's ideas (screen will be shared)	Monica
Volunteer to update the excel dashboard document (perhaps after the strategic plan document has been completed)	Continue using document. Open access to all committees to keep accountable.

III. Updating the strategic plan

Agenda Item	Notes/Discussion
Review mission & vision statements	Mission – in by-laws; remains the same Vision – discussion about fluidity of vision statement – based on current goals
Length of presidential term (2 years instead of 1)	<ul style="list-style-type: none"> - Has always been 1 year term due to incoming and past parts of the term (3 year commitment) - This would become a 6 year commitment which is too much to ask - Might be helpful to clarify roles of past and incoming president to improve continuity <ul style="list-style-type: none"> o Define president role over 3 year term
Review old strategic plan and update what goals have been achieved <ul style="list-style-type: none"> - Any goals not achieved? Why not? 	Discussion moved to focus on what members want from the association

<p>Review 4 goals (advocacy/promotion, education, cross-collaboration, sustainability)</p> <ul style="list-style-type: none"> - Comments - Suggestions for new ones <ul style="list-style-type: none"> - Different committees? 	<p>1) Advocacy/Promotion</p> <p>a. Newsletter – very effortful but no feedback</p> <ul style="list-style-type: none"> - What are membership preferences for communication? Is this an expected base level of communication? - Update category to Advocacy & Promotion (instead of Advocacy/Promotion) <p>General comments: Not thriving as an association. Unclear purpose. Members want more education. Not coming to the association for help. Engagement is low. How do we meet the needs of our members?</p>
<p>Some suggestions from members</p> <ul style="list-style-type: none"> - Database of members for networking - Focus on recruitment - Focus on networking among Atlantic area partners to communicate & coordinate webinars, conferences etc... - Province-specific goals - Leadership from each provinces to identify strengths & challenges - More webinars & CEU opportunities 	<p>Reviewed and discussed each item. Exciting ideas from membership. Sub-committees required to implement.</p>
<p>Assignment of resources</p>	<p>See Action Plan in Google Drive</p>

IV. Adjournment – 12:50pm