

Board Members	Present	Chair Stephen Jeanetta, Vice Chair Daniel Kahl, Executive Director Tammy Baxter, Jerold Braatz, Sarah Hultine-Massengale, Todd Johnson, Tanner C. Knorr, Neil Linscheid, Jesse Taylor
	Regrets	Treasurer Lionel “Bo” Beaulieu, Secretary Wilson Majee, Kathleen Lopez
	Absent	
CDS Members and Guests		
Minutes Recorded By		Executive Director Tammy Baxter
Meeting Called to Order		By Chair Stephen Jeanetta at 3:04 pm CDT- USA

I. Opening Items

- A. Meeting Call to Order
 - By Chair Stephen Jeanetta at 3:04 pm CDT- USA
- B. Ratify July 6, 2025 Board Meeting Minutes
 - Moved by Kahl
 - Seconded by Linscheid
 - CARRIED

II. Reports and Updates

- A. Chair
 - Committee assignments were finalized, with new members joining various committees

Committee Assignments

- Membership: Kathy (chair), Jesse added
- Finance: Jerry added
- Governance: Wilson (chair), Sarah, Dan
- Webinars: Tanner (chair), Jesse and Todd added
- Awards: Ian Moran (chair), Neil, Todd
- Site Selection: Sarah (chair), Mary Leuci
- Conference Committee: Neil (chair), Jerry added
- Student Section: Tanner and Kathy to find new leadership

- Follow-up discussion on CTRU was held with next steps to create budget and Steve to send an intro email to invite John Green and others interested in helping to support
 - Steve will email John to set up a meeting with interested parties (Dan, Tanner, Neil, Jerry)
 - Discussed creating a simple WordPress site or Google folder for initial resource sharing
 - Need to establish budget and maintenance plan for long-term sustainability

- Board Strategic Planning
 - Board is tasked to review the 2024 Member Survey presentation and report; Baxter to send the link to access these documents
 - Need to create about 2-3 short-term and long-term actions for committees to develop specific action steps for the next 1-2 years
 - Plan is to spend about 20 minutes during the next board meeting on strategic planning

- B. Vice Chair (VC)
 - Proposed that CDS provide funding support for the Executive Director and up to 3 conference planners to visit the annual conference site in advance of the upcoming annual conference
 - Motion to fund site visit for the 2026 conference planning in Savannah, GA (up to \$4,000 budget)
 - Moved by Kahl
 - Seconded by Johnson
 - CARRIED

- Executive Director Baxter to send link to the board to view all 2025 CDS post-conference attendee feedback

- C. Treasurer Report
 - 1. Financial Report as of June 30, 2025 – Voting Item
 - Executive Director Baxter reported on behalf of Treasurer Beaulieu
 - Total revenue resulted in a \$2,400 surplus
 - Endowment grew to over \$280,000
 - Strategic Initiatives Fund showed modest growth
 - Total balance of accounts: \$454,500
 - Membership dues reached \$35,000 (up \$9,000 from previous year)

 - Motion to Approve the Treasurer Report for period ending June 30, 2025
 - Moved by Linscheid
 - Seconded by Braatz
 - CARRIED

D. Committee & Working Group Updates

1. Membership Committee (MC) Update

- Executive Director Baxter read the MC summary on behalf of Chair Lopez
- MC had successful turnouts at our orientation, membership meeting, student group and international session.
- MC looking forward to meeting with everyone who attended in July.
- International group is working on putting together documentation of what members are interested in and that can guide efforts in the coming year; Chair Jeanetta advised in relation to IACD, we're not trying to replace IACD, but we're just creating space for CDS' international members to better connect with us – we may want to explore partnering with IACD on a future conference

2. Programs Committee Updates

- Co-Chair Linscheid reported that our biggest activity is at the conference; we had a good awards ceremony, have sites selected, webinars are being planned and we have the 2026 conference to start planning; within next month will start holding meetings and planning again
- Co-Chair Hultine Massengale advised that the Site Selection Subcommittee is anticipating new conference proposals for 2027 by this month or September
- Webinar and Educational Training Subcommittee Chair Knorr updated they're planning a webinar with the two journal editors which will echo what they spoke about at the conference, but it will be a way for those who did not attend the conference to receive updates; will have a final webinar at the end of 2025 and putting out 'feelers' for planning 2026 webinars
- Executive Director Baxter added that the review committee will be reading the Best Paper Award finalist papers by the end of August and provide the winner results within a few weeks; Baxter sent an email update to the finalists

E. Executive Director Updates

2025 Conference Update

- Final attendance: 202 attendees
- 82 presentations, 10 poster presentations
- Net profit: \$15,170.86 (including executive director's retainer fee); final budget to be presented at September board meeting
- Significant cost savings compared to previous year, especially in food expenses

Executive Director's Report

- Job board free postings extended until August 31st
- Encouraged board members to share job postings and sign up for updates

F. Other Updates/Discussions

- Vice Chair Kahl advised his availability to help with committee meetings; Committee chairs to make sure to invite him to meetings
- Executive Director Baxter proposed to hold 2025-2026 CDS Board Meetings on the second Tuesday of the month at the same time (3-4:30pm Central Time/4-5:30pm Eastern Time); advised to check with Treasurer Beaulieu, Secretary Majee and ISCC Representative Lopez

III. Closing and Adjournment

- A. Motion to Adjourn
- Adjourned at 4:17pm CDT
 - Moved by Hultine Massengale
 - Seconded by Braatz
 - CARRIED