

**VES Board Special Meeting Minutes  
January 9, 2024 – 6:00pm (PT)  
Via Zoom Conference**

**2023 Board members present:**

Neishaw Ali; Andrew Bly (*alternate*); Kathryn Brillhart; Rita Cahill; Colin Campbell; Mike Chambers, VES; Lisa Cooke; Kim Davidson; Gavin Graham; Dennis Hoffman; Adam Howard (*alternate*); Brooke Lyndon-Stanford; Arnon Manor; Andres Martinez; Karen Murphy; Jeff Okun, VES; Susan O'Neal; Daniel Rosen (*alternate*); Suhit Saha; David Tanaka, VES; Bill Villarreal; Joe Weidenbach; Philipp Wolf

**2023 Board members absent:**

Laurie Blavin; Nicolas Casanova; Mike Fink, VES; Johnny Han (*alternate*); Tim McLaughlin (*alternate*); Maggie Oh; Robin Prybil; Lisa Sepp-Wilson; Dane Smith (*alternate*); Richard Taylor, VES; Jim Rygiel; David Valentin; Rebecca West; Susan Zwerman, VES

**Staff Members present:** None

**Call to Order – Lisa Cooke**

- Lisa called the meeting to order and confirmed there was a quorum. She noted that we are having this meeting as our Executive Director's (Nancy Ward) contract ended on 12/31/2023 and it is the responsibility of the 2023 EC and Board of Directors to complete this piece of business.
- Lisa turned the meeting over to Mike Chambers and Jeff Okun, former Chairs.

**Contract Info and Motions – Jeff Okun and Mike Chambers**

- Motion: "Jeff Okun made motion to approve Nancy's 2023 bonus." Seconded.**
- Discussion followed:**
  - Mike noted the bonus was based on performance goals that were reached.
  - Lisa added that Nancy provided a yearly report and the EC gave her a performance review.
  - The EC feel Nancy's done a terrific job in her first year, including accomplishing the beginnings of the far reaching, multi-year Strategic Plan.
- Vote taken. Unanimous approval. Motion passed.**
  
- Motion: "Mike Chambers made motion to approve Nancy's new 2 year contract." Seconded.**
- Discussion followed:**
  - An increase in base salary was clarified and goals noted.
  - Mike read the performance goals.

**Goals for VES Executive Director 2024 -2025**

The goals for 2024 and 2025 include:

- Continue to grow the Society.
- Share ED's vision for the Society to the EC and BOD for 2024.
- Put in place a plan of succession to train a 2<sup>nd</sup> in command to the ED position as soon as possible.
- Manage the successful ideation and implementation of a new VES Sections structure that provides equitable share of funding opportunities for Sections and supports sustainable growth worldwide.
- Create and implement Communication plans to streamline communications to members and provide greater visibility for VES among the industry and general public, appealing to the future generation of professionals.
- Properly align staff portfolios and hire additional staff to support all ongoing activities of the Society; marketing and visibility for VES; fundraising; sections; HR and succession planning for all staff and volunteer activities.
- Rebuild infrastructure and systems to modernize and streamline workflows and processes, including:

- Enhanced accounting systems
  - Launch of new VES website
  - New Membership Application platform
  - Launch of new VES Archive (Roth Virtual Museum of Visual Effects)
  - Digital backups for older VES video recordings
  - Among others
- Implement other Key Recommendations from the 2023 Strategic Plan, as prioritized by the 2024-2025 Board.
  - Continue fiscal conservancy while generating funding growth for the organization.
- Vote taken. Unanimous approval. Motion passed.***

**Lisa thanked everyone and adjourned the meeting at 6:35pm**

*Minutes Submitted by Rita Cahill  
Secretary, VES Board of Directors*