1. **Call to order**
    a. **Bobbie, Stu, Mary, Drew, Ashley**
2. **Minute approval from Jan meeting**
3. **Old business**
    a. Portfolio goals
        i. Membership/onboarding (Tom)
        ii. Org issues (Bobbie/Laura)
            1. KSAOs
            2. Organizational registration
                a. Mary: a very pivotal step in our development to become a "real" organization
        iii. Advocacy/Outreach (Stu/Mary)
            1. Mary:
                a. Book launch in Geneva— still waiting for follow-up information (did it have an impact on sales?); book publicized at SIOP annual meeting (add to SIOP membership meeting agenda); no launch event at SIOP, but will be at the booth w/flyers- will send flyers to Drew for distributions at CSR summit and other HWP sessions; UN contact suggested proposal for another meeting in Geneva in June (part of Econ and social counsel- Humanitarian Affairs) and there seems to be interest from a couple of authors— could be open to GOHWP people as well?? "Implementing post 2015 SDG commitment agenda"
                    i. Ashley will add to the newsletter
                b. Guidelines to encourage members to become actively involved in contributing to SDGs
                    i. Will post on website, highlight in newsletter, social media, etc. and link to UN SDG website
                    ii. Blog post? — talk to Sheridan
                    iii. Perhaps volunteers get started on this accomplishment?
                        1. How do students get involved?
                            a. Look at local and national policies in regards to SDGs and review them and highlight gaps, etc., and identify other groups at a

country or regional level that are working on these initiatives, and create proposals or papers that could be submitted to local political entities, or even begin with academic environment to see who is working in alignment with SDG implementation and work with students and professors

2. Stu:
    a. JOB special issue on HWP
        i. Lots of papers in peer review system (will take at least a year), but a solid response
    b. GLOW invitations have been sent to potential hubs
        i. Many positive responses— 20-40 university hubs
            1. Results of living wage ordinances in cities (jobs, prosperity, working lives)— at SIOP, can we gather people to discuss?
                a. Can we include this into the meeting agenda? Stu and Ashley come up with facilitating questions for annual meeting
            2. OECD guidelines for multi-national enterprises
                a. Call for proposals for meetings (Due 3/15/16)
                    i. Send a proposal to each from GOHWP regarding living wage
                    ii. Stu will pull the abstract together by March 15
iv. Networking (Chris/Tom)
v. Website (Drew)
    1. Website went down— hosted both on server and also on GoDaddy domains (4 domains— gohwp.org, .com, hummanworkpsy org and com) but it is a cost, so we need to decide if we need all 4 domains

      a. Made records of usernames and dates, etc.

      b. Do we need consolidate?

            i. Will get rid of humworkpsy.org and .com

      c. Investigating how to update website

vi. Student (Sheridan)

vii.   Member value

    1. Drew: Volunteer call— 24 responses, students able to give a combined total of 140+ hours per week; large range of interests and experiences. How do we move forward?

      a. Direct ppl with research interest to project GLOW

            i. Drew: reach out to volunteers to see if they're attending SIOP (add to meeting agenda)

            ii. In addition to SIOP, someone needs to take on lead to communicate virtually

                1. Drew will do this to start, with other members taking over some students as projects and responsibilities diversify

            iii. Stu: will send a one-pager to Drew to highlight GLOW

      b. Mary: direct all them to SIOP-UN matrix

            i. Drew: will get people involved immediately, rather than waiting until SIOP and continue momentum

      c. Drew: will reach out, plan a live conversation/webcast, etc.

            i. Web people will look at web directory and start building library

      d. Drew: local chapter heads

            i. Laura: come up with a resource for a local chapter head to be able to start that (checklist, guide, etc.)

            ii. Drew: have a call with them to propose ideas, and then follow-up with written guidelines

viii.   Social media

ix. Communications (Ashley)

    1. Communication strategy—

      a. Two-way communication

            i. Add suggestion box functionality to website?

      b. Regular membership survey

      c. Town halls

      d. Members get to know us more

      e. Regular cadence to communication

   b. SIOP 2016 meeting (Ashley)

     i. Happy hour

       1. 4.15- 5:30pm Fire and Ice bar and grill

     ii. Morning meeting (across the street)

       1. 8:30am Thursday

     iii. Book launch

     iv. Project GLOW

     v. Buttons for members? Business cards?

     vi. Laura: will pull together single document with HWP themed presentations for newsletter/blogs, etc., and for CSR inserts

     vii. Mary will look to see if we can send an introduction chapter as a teaser

4. New business

5. Other business