

IPMA Board Minutes August 8, 2013

The IPMA-HR Greater KC Chapter held the annual "Meet & Greet" on August 8, 2013, at Shawnee Towne Hall. The IPMA-HR Greater KC Chapter Board meeting preceded the gathering.

Board members present: Lori Briggs, Sunshine Petrone, José Portuguez, Marquita Hundley, Becky Salter, Kim Marshall, Nick Nichols, and Cynthia Haynes.

Board members absent: None

Lori called the meeting to order. The July 18, 2013 minutes were approved.

Old Business:

Lori stated that Marsha Toler will assist Sunshine with the membership drive. She also shared the importance of focusing on the membership drive throughout the entire year. Sunshine said that Marsha has done a wonderful job and should continue to be a part of this effort. Lori stated that each member can bring one (1) guest to one meeting per year and the guest can only attend one (1) meeting per year. It was discussed that individuals from private industries can become members of IPMA-KC; however, they cannot solicit their product at the meetings.

We discussed sending out mass mailings in order to increase membership but decided that it would not be a good return on investment. We agreed to continue to send out information via email and follow-up with telephone calls. Lori stated that she had reached out by telephone to several individuals regarding membership and it was successful.

President's Report – Lori Briggs

Lori also discussed that she has been working with Roman to develop a brand new website for the Chapter. Roman will charge \$1,000 to re-create the website and \$25.00 per month to update content. Roman is also planning to restructure the site to resolve current issues related to "ownership" of the site. Once complete, it is hoped that the website will boost membership and provide a mechanism for members to RSVP and process payments directly through the online portal. Roman is also planning to put together navigation/documentation that will make it easier for the next person who maintains the website. Lori will continue to maintain the website until Roman takes over. The board agreed to accept the above referenced charges.

Lori stated that the Chapter is charged \$25.00 fee for every member who is not a part of IPMA-National. She asked Marquita and Becky to work together to provide a spreadsheet with the necessary information and process a check to National by September 16, 2013.

Lori distributed booklets that she put together for the new board members outlining information on the Chapter.

Sunshine reminded Board members to turn in their membership forms.

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Past President's Report – José Portugez

José advised that the audit results were wonderful and that an excellent report had been provided. Discussion was held related to how long Chapter records should be retained and Marquita committed to research retention recommendations from IPMA-HR National.

Treasurer's Report – Marquita Hundley

Marquita reported that she had purchased a square which has been loaded to her IPAD for processing of dues. There were no outstanding checks. There is a balance of \$5,043.20 in the checking account and \$1,037.83 in the share account with a total available cash amount of \$6081.03.

Secretary's Report – Becky Salter

Becky reported that we currently have 61 members and 48 scheduled to attend the "Meet-N-Greet". She is planning to set up the database for the membership drive and she can comprise a spreadsheet separating current members from anyone who ever attended a meeting.

Program Chair's Report – Kim Marshall

Kim reported that Jenny Lawler had a conflict for the November 2013 meeting. She has replaced her with Tim Speir who will discuss unemployment claims. She also wants the Board members to be prepared to discuss the spring conference at the September Board Meeting. Nick agreed to help set up for the September meeting because Kim might be a little late.

Members-at-Large Report: None

Other New Business

Sunshine agreed to attempt to put together "Save the Date" cards.

Lori asked Nick to save the pictures that he takes on the camera so that they can be uploaded to the website when Roman re-creates it.

Next Meeting Date, Time and Location

September 12, 1:00 p.m.
North Kansas City, MO
1999 Iron, North Kansas City, MO

With no other business to discuss, Kim moved to adjourn; seconded by Nick Nichols.

Respectfully submitted,

Cynthia Haynes, Member-at-Large