

## **IPMA Board Minutes April 13, 2017**

The IPMA-HR Greater KC Chapter held its monthly board meeting on April 13, 2017 at the Shawnee Town Hall.

Board members present: Sunshine Petrone, Becky Salter, Amy Davis, Sari Maple, Lori Briggs, Susan Cox, Lorraine Wesley and Lisa York.

Sunshine called the meeting to order. Sari moved that the March 2017 minutes be approved, seconded by Becky. The minutes were unanimously approved.

### **President's Report – Sunshine Petrone**

Sunshine reviewed old business to include an update on the following:

- New Member Welcome Packet will be discussed at the June Board meeting;
- The Certificate of appreciation looks good and will be awarded at the Spring Conference;
- The Record Retention policy was accepted. However, we still need to reduce the Treasurer's record storage. This will be revisited at the next Board meeting.
- The June Board meeting will be at MARC on June 15<sup>th</sup> from 11 am – 3 pm. The meeting will consist of the current Board members and the new Board members.
- The July Board meeting will be at MARC on July 13<sup>th</sup> from 11 am – 4:30 pm. This meeting will also involve both old and new Board members.
- Sunshine will have the nominating committee make sure the individuals running for Board positions know about the June and July Board meetings.

### **President Elect's Report – Becky Salter**

Becky will provide Board packets for the new Board members at the June meeting.

### **Past President's Report – Lori Briggs**

Lori advised Roman will be presenting the new Members Only Page at the Spring Conference.

Lori reported we have 130 people that have signed up for the Central Region Conference in June. There are an additional 13 registrants that signed up for partial conference attendance.

### **Treasurer's Report – Amy Davis**

Amy went over account balances for March. See attached.

### **Secretary's Report – Sari Maple**

Sari advised she attempted to send out Spring Conference and 2017/2018 membership information from the [greaterkcchapter@ipma-gkc.org](mailto:greaterkcchapter@ipma-gkc.org) email address, however, there were too many people in the distribution list to work. Lori stated she would follow up with Roman to see if there was a fix.

### **Program Chair's Report – Lisa York**

It was suggested by Kathy Vestal to check out the KCPD South Patrol location for future meetings. Due to the distance from Kansas members, this location will not be an option.

Lisa is also checking into the possibility of offering another webinar just for the IPMA-HR distribution. It was suggested that Validity might be able to provide. Sunshine will also email Lisa information on a SHRM presentation that was provided by PWC.

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The rest of the meeting was devoted to Spring Conference Planning and the following was discussed:

- Lisa advised the Program for the conference is complete, however, still waiting for confirmation from Lucinda on the HR2020 presentations. Becky suggested reaching out to her assistant.
- The Lunch menu is Italian. There will be a continental breakfast and afternoon snack.
- Those sponsors that need AV will contact Tracy Burns, Sr. Catering Manager at 913.323.1910 or [Tracey.Burns@hilton.com](mailto:Tracey.Burns@hilton.com). Sari will let Sponsors know.
- Sponsors can get into the venue the night before the conference anytime after 7 pm, or the day of the conference at 6:30 am to set up. There is parking in the back to bring things in.
- The Board will meet on May 10<sup>th</sup> at the Aviation Department to assemble the bags. Susan will bring candy, Sari will bring pens, sewing kits and other donations.
- Sari will send the list of current members that have not registered for the Spring Conference to the Board.
- Sunshine will have the program/brochures completed by April 28<sup>th</sup> and send to Becky.
- Becky will print the program/brochures.
- Roman will do his presentation at 11:45 – noon at the Spring Conference.
- Lisa will confirm the internet/wifi is available for speakers.
- Prizes will include \$100 drawing for individuals that have already paid for their 2017/2018 membership before or at the conference; a free 2017/2018 membership for all attendees; a mini Ipad (Sunshine will purchase); and gift cards at each break.
- Becky will create ballots for Board elections.
- Amy will bring her checkbook to the conference for memberships and conference payments.
- Everyone will try to arrive at the conference by 7:00 am to help with set up.
- Sunshine will get flowers for the tables, and give away at the end of the day.
- Sunshine will pay for the conference expenses with her tax-exempt card.
- Lisa will get moderators for the conference sessions.
- Sunshine will create the slideshow power point.

### **Members at Large – Susan Cox and Lorraine Wesley**

No Report.

### **Next Board Meeting Date, Time and Location**

Thursday, June 15, 2017

11:00 am

MARC

With no other business to discuss, the meeting was adjourned.

Respectfully submitted,  
Sari Maple, Secretary