

IPMA Board Minutes January 12,2017

The IPMA-HR Greater KC Chapter held its monthly board meeting on January 12,2017 at the KCI Aviation Department location.

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

Sunshine called the meeting to order. Lori moved that the November 2016 minutes be approved, seconded by Amy. The minutes were unanimously approved.

President's Report – Sunshine Petrone

Sunshine proposed the Board photo be taken at the Spring Conference. Everyone was in agreement.

Sunshine provided the Board some draft items that could be included in a Member Welcome Packet. Additional items will be added and approved in future meetings. Lisa recommended we create an "ambassador" role from the membership that could welcome new members to the group. Sunshine suggested we create a Membership Committee. Becky recommended we mention at the Spring Conference and see if anyone would be interested in serving on a newly created Membership Committee. We would want this committee in place by the 2017/2018 membership year.

Sunshine provided the Board with a draft Certificate of Appreciation that can be provided to outgoing board members annually. There were a few revisions suggested. Sunshine will update.

Sunshine advised she is still working on the drop box account and will provide updates as she progresses.

Sunshine reported the chapter email address will be greaterkcchapter@ipma-gkc.org. She will send to Roman and check to see if there can be multiple log in credentials.

Sunshine discussed a records retention policy. One recommendation was to utilize the MARC template. Another recommendation was to utilize National's retention schedule. Sunshine asked if Lisa could check with her husband to see if there was a records retention requirement for treasurer reports.

President Elect's Report – Becky Salter

No report

Past President's Report – Lori Briggs

Lori addressed the website member only page and will follow up with Roman for updates. Lori will also forward an email to the Board regarding the member only site. Lori will also check with Roman to see if members can opt in/out of the service when registering.

Lori stated the Central Region Conference planning is progressing well. She also mentioned that she will be the President of the Central Region next year and would like ideas on where to

IPMA Board Minutes

Page 2 of 3

have the conference in 2018. Sari suggested having the conference in Chicago and Lori is going to reach out to National for contacts in Chicago. They do not currently have a chapter, but there are several National members located in Chicago.

Treasurer's Report – Amy Davis

Amy went over account balances for November and December. (see attached).

Amy stated she had loaded all Treasurers information onto the IPad. Amy also provided the password to the Board.

Secretary's Report – Sari Maple

Sari provided an updated spreadsheet to the Board showing RSVP and actual participation for monthly meetings from 2013 – present.

Program Chair's Report – Lisa York

Lisa reported the February monthly meeting will be on addressing workplace violence and presented by Sandra Brown. The March meeting will be on Listening Skills and presented by Rachel Keck. Lisa will send Sari the February invitation and the January evaluation.

Lisa discussed having "Year Long" sponsorships. Lisa will develop the criteria for a monthly sponsor's investment and outline the benefits available to sponsors.

Lisa confirmed the Spring Conference will be on May 11 – location still to be determined. Lisa will follow up with Lorraine regarding the UMKC option. Other ideas suggested in Missouri included Municipal Auditorium and Penn Valley. There were several additional suggestions in Kansas, but the Board would like to have the conference in Missouri this year.

The board discussed the possibility of having Lucinda from Oklahoma present the HR2020 presentation as one of the sessions at the Spring Conference. It was suggested that Lisa contact Central Region to request funding to offset the travel costs associated with having Lucinda present. It was expressed that having a member of the HR2020 taskforce present would be a benefit to the membership.

Sunshine provided a template for the 2017 Spring Conference and the Board thought the layout was excellent. Becky suggested the "Athenian Oath" be included as the quote located at the bottom of the invitation. She will forward to the Board.

Members at Large – Susan Cox and Lorraine Wesley – both absent

No report

Next Board Meeting Date, Time and Location

Thursday, February 9, 2017

1:00 pm

Shawnee Town Hall

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

Respectfully submitted,
Sari Maple, Secretary