

## IPMA Board Minutes

July 11, 2019

Sari called meeting to order at 11:52 am

### **President's Report- Sari**

- Debit Card Transition - Current President, Program Chair and New President are scheduled to go on Friday at 1 pm meeting at bank. Need minutes and the bylaws. Charlene has all the stuff in folder has 2 places for secretary to sign.
- Board Photos on website, everyone has given their photos to Charlene, and we need to confirm information on contact list. Then she will send out the updated one to everyone.
- Drop Box Account - did everyone log on to the drop box, Christy will send out drop box information with the subject line DROPBOX information.
- Job Descriptions/Checklist and Calendar of Tasks - everyone has the tasks; everyone needs to review at every meeting. Kathy asked who was our accountant, Lisa York's husband and we gave him a gift card for filing our 990 form, Kathy will email Lisa to see if Steve will still assist, EIN # we don't get a new one, we just need to renew after we file our taxes. We need to cross off the sponsorship drive. Anyone have anything to add in July.
- Officially appoint Steve Smith to Program Chair- Sari has officially appointing Steve to program chair.
- Annual Audit the same people are willing to perform it this year. Kathy will drop off audit materials to Sari. Sari will take to Mathew Chapman in Parkville.
- 2020 Central Region Committee Chairs and Update - Sari has no updates, and sent an email to Central Region President to request we be included on BOD meetings. Charlene would like to participate also.

### **President-Elect's Report - Shawn**

- Membership Drive we need a blurb to send out last chance extending early bird to July 26,2019, Sending only to people who did not already register.

### **Past President's Report - Charlene**

- Sponsorships for 2020 C/R Conference - this is underway; some have sent information on sales people to contact. She would like to attend the Central Region BOD meeting so she can have facts to provide to vendors. Southern conference reached out to them and they are planning their 2021 conference and they are sending her a packet
- Status on website updates - created a spread sheet to track changes and dates. She has visited with Roman and we are all current with him on invoices. He has a lot of things on his plate but he feels he is up to date.
- Update on what other Chapters do for Retirees - emailed other chapters to get feedback and not one person responded. Emailed Debbie at international to see what they recommend. And she also is checking to see what she has to do to exit as president, which is now all done on the website. Neil will send task list for new president to complete.
- Charlene makes a motion "To have a retiree rate the same as the student rate pending national's approval" Erika seconded all in favor.

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### **Treasurer's Report - Kathy**

- Account Balances – report handed out
- Pending Receipt – iPad did turn in receipt
- Sari and Shawn turned in receipts for the leadership conference
- Thomas McGee Sponsorship payment received
- Order Checks - Running low on checks but they are expensive, does anyone have a great source to get cheaper.
- Work with Accountant to file taxes
- Complete Year End Financial Statement
- Submit 990N Form -pending in July
- Charlene made a motion to accept treasurers report with the one correction, Sari 2nd, all in favor

### **Secretary's Report - Christy**

- Review and Approval of Previous Meeting Minutes -Sari Motioned to accept and Charlene 2nd all in favor
- Erika is spelled with a K no C
- Sari asked for a list of members from 2018 and a list of current members so far this year.
- Christy has sent Steve the program from last year and went over timelines to send out by Friday 07/19/19.

### **Program Chair's Report - Steven**

- Kick Off Theme/Speaker - Mary Biere from Jo CO "Pillars of Performance" performance development, she asked him what direction we want her to go? How they transitioned away from the old process to the new, pros and cons from the employee's perspectives.
- Theme idea from Debbie "Happy HouR" wine, beer, sandwiches, veggie tray, cheese and crackers.
- Speaker Schedule – Steven presented these topics: September 1st amendment audits - Sovereign citizen's protected rights, another interesting topic is on Retirement, pensions, 457 plans and the responsibility to inform. October Heather Taylor KU Government university initiative - having a greater relationship with colleges and public sector, showing the value. Launch of this program is in KC
- November - his understanding there is a charity drive. It is the Past President who organizes the charitable organization.
- Sari suggested getting a list of topics and let the members rank the topics at the kick off for feedback

### **Members-At-Large Report - Debbie & Erika**

- Meeting Lunch/Caterers Schedule
- Debbie up for the first month - Hy-Vee does deliver here. Sari will bring wine, Kathy will get beer 12 pack. Debbie will order sandwiches, veggie tray, cheese and crackers, cookies. NFL kick off that day. Charlene suggested a Door prize with some kind of Chief - raffle enticement. Sari will purchase Chief's Jersey to be given away.
- Debbie Missouri and Erika is Kansas for the meeting set up responsibilities.

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### **Other New Business - none**

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

August 8, 2019

1:00 pm – 2:00 pm before event

CBIZ – 11<sup>th</sup> floor

With no other business to discuss, Sari motioned to adjourn, Steve seconded. All in favor

Respectfully submitted,  
Christy Mann