

# IPMA Board Minutes

July 16, 2020

Shawn called GKC BOD virtual meeting to order at 2:34 pm

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

- Debit Card Transition – Table until it is safe to gather?
- Drop box account follow-up – Casey now has access to the account
- Create Pipeline for future BOD positions (succession planning)- discussed placing BOD information on monthly meeting reminders and have flyers on the tables every month.
- Audit – Procedures, timelines? Is there a specific date and month it must be completed by? Sari said no that we give them the information in July, and they complete it. Kathy is working on providing the information electronically to the audit team. Kathy will reach out to the audit team and let them know information is coming soon.
- Awards are ready – Shawn just must go and pick them up. Sari has the certificates whenever we need them.
- August meeting – CBIZ is still allowing meetings, one person per table. Lunches must be boxed no buffets. They are going to get a number that will be allowed. Need to look at the option of virtual events. Gary and Heather are both have webinar backups. We will have to look at getting a zoom membership. Steve asked if we can try to pay for speakers for the programs if we go virtual? And everyone agreed that we should investigate the cost of obtaining speakers for events.

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

- Credentials update and the responses. Do we want to provide the credits for additional certifications? Sari pointed out that 16 out of 330 is not a good response. All agree that we should hold off in pursuing this for this year but continue the conversation with the membership.

## **Past President's Report – Sari**

- Certificates for BOD members changing positions. Will present when we see each other next.
- Update on Bylaws – email went out to 38 members, 3 lifetime no email, have received 3 votes out of 35. They have until August 8<sup>th</sup>. All BOD members vote yes on changes.
- Casey's headshot has been sent to Roman. Only one error on web page is under president. Roman agreed to update our website and make it mobile friendly, cost is \$2500.00. Monthly charge will remain the same. We need a simple written agreement with Roman, Sari will have him put something together.

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

- Account Balances – email the treasurers report for everyone to review. All were in favor of approving the report. Kathy reported that she called the bank and they are open, and we can come in and change the account. To change signers will need everyone to meet at bank to add Shawn Aulgur and Casey Campbell to the bank account. Sari Maple needs to be removed.

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

- Review and Approval of Previous Meeting Minutes. Kathy motioned to approve minutes – 2<sup>nd</sup> by Erika, all were in favor. Membership numbers 50 with 6 new, 6 have yet to pay. Sent reminder email on July 6<sup>th</sup> do we want to send another on Monday the 20<sup>th</sup> with the deadline 1 week away? All in favor of sending reminder email. Need the event announcement by next Wednesday to send out on Friday depending on what we need to do.

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## **Program Chair's Report – Steve/Casey**

- Survey Monkey results were discussed.
- August and September are set up, both are on standby to do web meetings. October possibility is a legal update.
- Announcement ready for final details.
- Need process for zoom. What is the process to sign people up for the zoom meetings? Christy will contact zoom on details meet with Casey and then send out details for vote to BOD.
- If we do the drawings virtually then we could use an amazon gift cards. All agreed to hold off the iPad drawing gift for the first in person meeting.
- Discussed possibility of sending every participant a \$10 amazon gift cards. Steve can purchase.

## **Members-At-Large Report – Erika and Debbie**

- Erika don't have anything to report. She will be reach out to Shawnee on the use of building.
- Debbie not much to add, will let CBIZ know we will not be using for August.

## **Other New Business**

- None

Meeting adjourned at 4:00 pm

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

August 13, 2020 – 3:30 pm – 4:30 pm, Zoom after the event

Respectfully submitted,  
Christy Mann