

IPMA Board Minutes January 29, 2016

The IPMA-HR Greater KC Chapter held its monthly board meeting on Friday, January 29, 2016 at Merriam City Hall.

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

Sunshine called the meeting to order. Kim moved that the November 2015 minutes be approved, seconded by Amy. The minutes were unanimously approved.

President's Report – Sunshine Petrone

Sunshine advised that the IPMA-HR International Training Conference will be in September 2016 in Kansas City, Missouri. Sunshine also stated that at the February meeting, as an icebreaker, she will have attendees exchange their Business Cards to help network. After rsvp's have been received for the February meeting, Sari will send out an email to attendees to bring their business cards for distribution.

President Elect Report – Sunshine Petrone on behalf of Becky Salter

Sunshine presented Becky's proposal from the November meeting that **after the 2017** membership year, the President, Past President, and President Elect would change to one year terms. (Currently these board positions are all two year terms.) Sari motioned to accept the changes to the by-laws. Kim 2nd the motion. The motion was unanimously approved. (Updated bylaws must be distributed 30 days prior to the Spring conference to the membership.) Sunshine then presented the list Becky created indicating the positions up for election in 2016. The positions are as follows: Member at Large (to replace Lisa York's one year term); Secretary (to replace Sari Maple's one year term); and Program Chair (to replace Kim Marshall's two year term). Up for election in 2017 will be President Elect, Member at Large (to replace Susan Cox) and Treasurer (to replace Amy Davis.) It was also discussed that Board members may serve two terms in the same position, but the optimum goal is to have board positions continue their service into the President Elect, and eventually President role. .

Sunshine advised the Thomas Lewinsohn nomination forms had been distributed to the membership and the winner will be announced at the Greater KC IPMA-HR Spring Conference in May, 2016. The nomination/selection committee will be selected at the board meeting in February. There will be three people on the selection committee.

Sunshine stated that Becky had received information on recording our monthly meetings and posting on the chapter website. It was unanimous that there was no interest in recording the monthly meetings and posting on the website.

Past President's Report – Sunshine Petrone on behalf of Lori Briggs

Sunshine distributed an update from Lori indicating that handouts were distributed at the January Chapter meeting regarding the Central Region IPMA-HR conference to be held in June 5 – 8, 2016. The first email blast for the Central Region conference has been sent out and e-blasts will continue to be sent to the Central Region IPMA-HR distribution about every two weeks. The planning committee is still working on content for breakout sessions and determining whether to create specific "tracks" in the program. The conference will be at the Hilton at the Ballpark in St. Louis, and the social event will be at Anheuser Busch. Keynote speakers have been identified and sponsors are currently being lined up. In Lori's report she stated that reminders would continue to be made at monthly chapter meetings with handouts.

It was then mentioned that Central Region wanted Sari to send out information via email to the local distribution list regarding the conference. After discussion, it was agreed that Sari sending

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out invitations for the May 2016 Greater KC Chapter Spring conference as well as invitations to the June 2016 Central Region Conference may be confusing for the membership. Sari stated she could send Lori the Greater KC email distribution list and someone from the Central Region Board could use that to advertise the June conference.

Treasurer's Report – Amy Davis

Please find attached Treasurer's report spreadsheet and see tabs for November and December 2015.

Amy gave an update on the Tax Exempt process. She has received information from Sunshine, but Lori had mentioned previously that she wanted to work with Amy because of going through the same process with the Central Region. Amy stated she and Lori have not had a chance to work on the process.

Amy asked the board if she should invoice Diane Slater from St. Joseph who had sent out her own job blast. After discussion, it was decided not to invoice her since she did not receive a posting on the Greater KC IPMA-HR website. Amy also asked if we should start invoicing people for no call/no shows at monthly meetings. The board decided that we would give members a pass the first time, but after a 2nd no show, we could send an invoice. (This is not for members, but for the non-members that rsvp for meetings.)

Lastly, Amy was going to look for a sample invoice used for the Spring Conference in 2014. She will check with Lori to see if she has a copy.

Secretary's Report –Sari Maple

No report

Program Chair's Report – Kim Marshall

Kim stated the February meeting will be in Shawnee and Gail Meriwether will be the presenter.

Kim gave an update on the Spring Conference to be held May 20, 2016 at JCCC. The conference will be at the Olathe Health Education Center, a new JCCC building. The address is 21201 W. 152nd Street, Olathe, KS. Kim advised we will be able to use our own caterer, which will save us money. So far speakers include Sue Wilman with Spence Fane to provide the legal update; Bob Charlesworth, and possibly Frank Keck. The theme is Transformative HR: Diversity Matters. The cost for the conference for non members was discussed and \$85 was agreed upon. We already have two fitbits for give aways that Becky purchased on Black Friday. Sunshine will also purchase an iPad for the big prize. We would like to purchase Portfolios from Davidson Promotions and have Becky check into prices. We will purchase additional gift cards closer to the conference. We'll give the breakout speakers \$50 gift cards, and the opening/closing speakers \$100 gift cards. Sunshine stated she would send the board the program from the 2014 conference. Other conference duties discussed:

Resend the sponsor letter and spreadsheet with potential sponsors: **Sari**

Send the advertisement specs to board members: **Sari**

Put together program/advertisement layout: **Lori**

Print Programs: **Becky**

Send out sponsor letter to personal contacts: **Everyone**

Contact Community America to see if they will sponsor conference bags: **Amy**

Send speaker ideas to Kim: **Everyone**

Contact OC Tanner for speaker or sponsor opportunity and giveaways, i.e. bags: **Susan**

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Mark calendar to help set up for conference the afternoon before: **Everyone**

Members-at-Large Report: Susan Cox, Lisa York

Lisa stated she will schedule a site visit at the Greater KC Foundation and invite the rest of the board to attend.

Other New Business:

None

Next Board Meeting Date, Time and Location

Thursday, February 11, 2016
Shawnee Town Hall

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

Respectfully submitted,
Sari Maple, Secretary