

IPMA Board Minutes June 15, 2017

The IPMA-HR Greater KC Chapter held its monthly board meeting on June 15, 2017 at MidAmerica Regional Council (MARC) building.

Current and upcoming board members present: Sunshine Petrone, Becky Salter, Amy Davis, Sari Maple, Lori Briggs, Susan Cox, Lorraine Wesley, Lisa York, Tari Ross and Dennis Dumovich.

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

President's Report – Sunshine Petrone

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

- A Sample of the New Member Welcome Packet was distributed for everyone to review. Sunshine gave an overview of the items to be included. It was also discussed to include a checklist for new members to complete and return to the Board indicating areas of current responsibilities, so we can focus monthly presentations that will be of interest. We will also include a section that asks if the member is interested in serving on the Board or other areas of involvement in the Chapter. Sunshine will send a PDF of the contents of the Welcome Packet to the Board. The President Elect will then be responsible for distributing to the new members. The Welcome Packet will be provided to new members in hard-copy form and placed in one of the bags left over from the Spring Conference. New Members will also receive a binder left over from the 2016 Spring Conference, as long as supplies last.
- The Board photo will be taken at the July meeting and Becky will coordinate.
- Board members need to change their settings to receive notifications when the IPMA-GKC Drop Box items are updated. Sunshine will send out the link again to the drop box and include the new Board members. Sunshine will check to see if the administrator rights can be modified and if the email can be changed to the IPMA-GKC email.

President Elect's Report – Becky Salter

Becky passed out contact information sheet for Board members and asked for updates. Becky will email the Board with a final version. Becky also advised the Board to review their checklists, located on the IPMA-GKC website and to let her know if updates are needed. Becky also advised Charlene that the role of the President Elect is to reach out to potential new members. In the past we have tried to invite school HR, Federal Government HR and City Clerks to become involved in the chapter. We have had some success with the City Clerks.

Past President's Report – Lori Briggs

Lori advised the Member Forum is ready to go. Lori will get instructions from Roman to provide to the membership. Lori then passed the IT Torch to Sunshine.

Treasurer's Report – Amy Davis

Amy went over account balances for the Spring Conference and the month of May. See attached. Amy will also bring the 7 boxes from her garage and 2 boxes from her office of past treasurer records for the Board to sift through at the July meeting. Sari will check with Nancy Wietzel to see if they have a shredder at MARC we can utilize at the July meeting.

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Secretary's Report – Sari Maple

Sari gave an update on the membership numbers thus far for 2017/2018 membership year. We currently have 41 members with 7 of those being new members. Sari will continue to send out emails to those that have not purchased a membership for 2017/2018. On June 30, Sari will send out the notice stating the Early Bird has been extended to July 16th Lori's Birthday

Program Chair's Report – Lisa York

Lisa provided the Board a list of program ideas for 2017/2018. It was discussed that for the Kick Off and Membership Drive, we should try to find someone that would entertain and draw a large audience. Speakers suggested were Vickie Hess on Employee Empowerment, Greg Knapp, John Leary or someone from the KC Royals Speakers Bureau. Lisa will check and see if any of those individuals are available. Sari advised she would have Roman update the website to indicate the Kick Off is on August 10th from 2 pm – 4 pm. Lisa will also make sure the room is reserved for the correct time.

Lisa updated the Board and stated Shawnee Town Hall and the Aviation Department are both confirmed for the meeting dates in 2017/2018. However, we are still in search of a different location in Missouri that will be closer than the airport. Dennis stated he would check with CBIZ and the Golf Course for possible meeting locations. Lorraine said she would check with Fellowship of Christian Athletes, the KC Health Department and Mohart Community Center. Tari said she would check with Lockton. When checking with the various Missouri locations, it was suggested to ask about the dates already established for the meetings to be in Missouri, charge for using the space, whether we can use outside catering, free parking, AV accessibility, and seating/table options.

Becky will order more gift cards during the 'no-fee promotion' to be given at meetings and Spring Conference. Lisa will let Becky know what to order.

The Board discussed where and when to have the Spring Conference in 2018. It was decided Lisa would see if the Doubletree was available on Thursday, 4/26/2018.

Lisa updated the Board that Jeff Oswald with Validity has agreed to provide a webinar in December to the IPMA-HR members. It was also suggested that National IPMA-HR might also be available to present a webinar.

Lisa provided the Board with the Year-Round sponsorship offerings. Several updates were suggested and Lisa will make updates to the program and send to the Board.

Members at Large – Susan Cox and Lorraine Wesley

No Report.

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Other Items Discussed:

- Sunshine will send the Greater KC IPMA-HR Logo to everyone. Becky also reminded the group that we need to include the National IPMA-HR logo on communications as well.
- For the July 13th Board Meeting Lorraine will submit the previously attained Jason's Deli order.
- Sari will count the leftover bags from the Spring Conference and let Lori know (along with the color).
- Lori will order 50 more bags at \$263.32.
- Amy will see who needs to be present at the Bank for the Account Transfer.
- Becky advised the Audit committee had been selected and consisted of Matthew Chapman, Shala Bloomberg and Kathy McDonald.
- Susan will upload pictures from monthly meetings and Spring Conference to the Dropbox. The Board will choose their favorites and have Roman upload to our website.
- The theme for the 2018 Spring Conference was discussed.

Next Board Meeting Date, Time and Location

Thursday, July 13th

11:30 am

MARC

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

Respectfully submitted,
Sari Maple, Secretary