

IPMA Board Minutes

December 15, 2017

The IPMA-HR Greater KC Chapter participated in their yearly board retreat and planning session on December 15, 2017 at Mid America Regional Council.

Board members present: Lisa York, Sunshine Petrone, Lorraine Wesley, Dennis Dumovich, Charlene Leslie, Sari Maple, Becky Salter and Tari Ross.

Becky called the meeting to order. Sari moved the November 2017 minutes be approved, seconded by Tari. The minutes were approved with Becky abstaining.

Plaza Lights Event – Tuesday, December 19th 4 pm – 6 pm:

- CBIZ will have music playing throughout the location
- Someone will need to stand at the lobby elevator to direct people to the event. (Who?)
- Sari will be upstairs handing out 2 drink tickets and having guests create name tags
- Sari will bring the Board name tags.
- Becky will bring some Budlight
- Dennis will get 18 pack of additional beer
- Lorraine will bring the case of donated wine
- Sari will purchase wine from Aldi's (winking owl)
- We will use the wine glasses provided by CBIZ
- Lorraine will order food (meatballs, fruit, cheese cubes, artichoke dip). If Hyvee will further split up food orders, will add brownies and veggies.
- For additional drinks there will be a sign that has "Suggested Donation - 1 ticket @ \$3.00 or 2 tickets @ \$5.00
- There are currently 40 RSVP's
- From last months meeting, Dennis and Lorraine volunteered to serve drinks at the bar
- We won't have giveaways
- CBIZ will have the rooms decorated

Spring Conference:

Discuss/Finalize Theme and Brainstorm Speakers:

- Through brainstorming the theme chosen was "HR: Creating Connections & Building Bridges"
- Breakout sessions could include:
 - Connecting employees to their benefits
 - Bridging Career to Retirement (deferred compensation)
 - HSA vs FSA (the ABC's of Health Offerings)
 - Automating Benefits Enrollment
 - Onboarding – building employee engagement from day 1
 - Quarterly Coaching vs Performance Appraisals
 - Creating Connections through Social Media, Twitter, LinkedIn, FB, etc.
 - Legal Update

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- Strategic HR (Succession Planning)
- Potential Speakers could include:
 - Loretta Summers
 - Alex @ Towers Watson
 - Kristina Dietrick
 - Mira Midviani
 - Chuck Dunlay
 - Ron Holifield
 - Greg Knapp
 - Frank Keck
- Other items discussed included Potted Plants as door prizes
- Legos on the table – connect w/people at your table
- Table Tents on tables indicating sponsors
- CBIZ given a speaking opportunity (as well as offered to be a sponsor)

Speaker Honorariums

Lisa discussed increasing the current speaker honorariums. Currently we provide a \$100 honorarium to the keynote(s) and \$50 to each Breakout speaker. Tari motioned we authorize up to \$250 for keynote speakers and \$150 for breakout speakers. Lorraine 2nd. All approved. It was discussed that if a speaker requested more than the approved amounts, it would be taken back to the Board for a vote.

Spring Conference Date

The Spring Conference is scheduled for May 3rd and the Board should also block off on May 2nd to be available from noon – 5:00 for set-up and gift bag organization. Sari will send out an announcement to the distribution list to Save-the-Date of May 3rd.

Sunshine will attach the Spring Conference Task List to the Drop Box for everyone to review and discuss further at the next meeting.

Tax Exempt Status Plan:

Becky updated the Board that the Central Region IPMA-HR has tax exempt status in Missouri that we can use (when purchases are made in Missouri.) There is no expiration date on the status.

Tari will add a note to sponsor invoices indicating their sponsorship is tax deductible and include our tax ID number.

We will not be able to get a Tax Exempt status in Kansas as our Tax ID is in Missouri.

By Law Review:

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Sunshine will review the bylaws to determine if changes are necessary. We will discuss at the January 2018 meeting.

Chapter Website/Email:

Sari will send Roman an email (and CC Sunshine) requesting he email the membership and include a link to the forum. All members would need to do is create a password and their account would then be active. The Board would then begin submitting questions to increase visibility of the forum. Sari will also ask Roman if we can tell who is a member of the forum, and see if there is a live Q & A feature.

Lisa York will update Sponsorship Form to include Federal Tax ID information for donors.

Future Business items proposed:

- President Elect to lead nomination process for 2018 Election
- Proposed Establishment of an “Early Bird” Membership Process
- Discuss proposing to host another regional conference
- Forum Marketing to members
- Re-consider the role of Member-at-Large
- Increasing member networking options
- Survey members about location changes, other topics
- Refreshing Chapter website

Next Board Meeting Date, Time and Location

January 11, 2018
CBIZ

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

Respectfully submitted,
Sari Maple and Lisa York