

IPMA Board Minutes July 13, 2017

The IPMA-HR Greater KC Chapter held its monthly board meeting on July 13, 2017 at Mid America Regional Council (MARC) building.

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

Becky called the meeting to order. Sunshine moved the June 2017 minutes be approved, seconded by Tari. The minutes were unanimously approved.

Old Business:

New Member Packet – Sunshine mentioned she was tweaking the new member packet and they will be ready and collated at the next board meeting. Becky will ask new members at the August meeting if they would like an electronic or hardcopy of the new member packet. Existing members will be advised the new member packet will be available on the website as a PDF, for those that would like to view.

Missouri Meeting Place Decision – CBIZ, located on the Country Club Plaza will be the new Missouri meeting location. There is ample, free parking in a garage. Dennis Dumovich will give exact instructions as to where the parking garage is located, CBIZ will validate the parking tickets, CBIZ's exact address and 11th floor. CBIZ would be happy to provide beverages for each of the meetings. Directions will be sent to members for the new Missouri location.

Lisa mentioned that CBIZ had offered a "Plaza Lighting" event in December. Sunshine asked if we would still have a webinar in December. Lisa stated she was not in favor of having a webinar because of the amount of work involved, and December is already a crazy month. The Board agreed on December 14th, 2017 from 4p – 6p for the "Plaza Lighting" social event. Lisa will check with CBIZ for availability. Becky will also announce at the August meeting to see if the membership is interested.

Program Chair's Report – Lisa York

Sponsorship Opportunities – Lisa would like to coordinate with the Members at Large regarding soliciting for sponsorship. At the next board meeting, this will be discussed further, since Members at Large were not present. Charlene Leslie suggested to add as a beginning paragraph the purpose of IPMA language, in the sponsorship opportunity flyer information. There was discussion about if any members have sponsor leads, then they get their name in a drawing to win a prize. It was also brought up that the board would form a subcommittee to help with the Spring Conference/Sponsorships/Memberships. Lisa asked who would be responsible for updating the sponsor information on the website. Becky responded the Past President is responsible for keeping the website up-to-date and communicating with the web administrator. Becky reminded Lisa to add the National IPMA-HR logo to the sponsorship sheet.

Options for the speaker at the August kickoff meeting – 1) Jeff Oswald with Unemployment Security or 2) Nancy Spangler who would speak on Mental Health & Resiliency. Option # 2 was preferred by the board.

Other ideas for the kickoff meeting were: Rubber band balls for each table – since the theme is Resiliency – Bouncing Back.

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It was mentioned that Mike Fowler is leaving Validity Screening and he gave Lisa another name for a possible Webinar that IPMA could provide its members.

President's Report – Becky Salter

Board Photos - Becky mentioned that since two board members were missing from today's meeting, board members are to provide a photo of themselves along with a brief statement of their name, organization for whom they work, board title and contact information.

Clarification of Board Member Responsibilities Q & A – Charlene & Tari will familiarize themselves with board member checklists and will ask questions later if they have any. Becky also asked all Board Members to look at their checklist throughout the year and make notes on any changes so they can be updated at the end of the year if necessary.

Becky went on to explain her management style and explained she did not wish to micro-manage any board member, etc.

President-Elect Report – Charlene Leslie

Charlene updated she had sent an email to the Missouri GFOA/City Clerk email distribution regarding GKC-IPMA HR membership. Char stated she did not have the KS distribution list, however, Sari advised she had sent the information to the KS list-serve previously.

Past President – Sunshine Petrone

Sunshine advised the Drop Box account has individual logins and anyone can add/remove people from access. Sunshine will add the new Board members, and remove the Board members no longer serving. Sunshine will then send an email to the Board with login information. Susan advised she had uploaded photos to the drop box account. Sunshine stated she would check to make sure the pictures loaded.

Sunshine stated she would check with Lori on the status of the Member Only page and provide an update at the next meeting. She will also check to see if Lori ordered the bags.

Sunshine motioned and Sari 2nd the motion to increase Roman's hourly rate from \$25/hour to \$35/hour for website maintenance. The motion was unanimously approved.

Treasurer's Report – Amy Davis

Amy went over account balances for June and will provide the year-end spreadsheet to be included in the minutes, when distributed. Sunshine and Becky simultaneously motioned to move \$12,000 from checking to savings. Sari 2nd the motion and it was passed unanimously.

Amy advised the 990 form was submitted on June 30, 2017 and thanks to Lisa's husband's detailed notes and step-by-step instructions, the process was painless and took less than 5 minutes.

Amy stated she has the information ready for the audit and will provide the electronic spreadsheet with details for the entire 2016/2017 membership year. Tari stated she would attached the spreadsheet on the drop box.

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Secretary's Report – Sari Maple

Sari reported we have 106 members for the 2017/2018 membership year.

Members at Large – Dennis Dumovich and Lorraine Wesley (not in attendance)

No Report.

Next Board Meeting Date, Time and Location

Thursday, August 10

12:30 pm

Old Shawnee Town

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

Minutes prepared by coordination of efforts by Sunshine, Susan and Sari