

IPMA Board Minutes

June 13, 2019

Meeting called to order by Charlene at 11:57 am

2 initial motions

Motion made by Sari, "To offer Becky Salter a lifetime membership to our chapter". Motion 2nd by Kathy, all in favor.

Motion made by Sari, "To offer a retiree rate with the same costs as the student rate", Kathy asked what do other chapters do. The item was tabled to perform a survey and discuss at July meeting.

President's Report - Charlene

- Board Election Results & Welcome to Erica, Debbie, and Steve.
- Debit Card Transition - Current President (? and Program Chair) and New President - What do we need to do to transition? Charlene has a card and Kathy has a card. Does the Program chair need a card? Need to get everyone together to go to bank. Charlene will send out invite
- Board Contact Information Update & Board Photos, please provide cell phone number and send photos to Charlene to update website, Christy will update the list and send out to BOD.
- Steven Smith named as Program Chair per bylaws.
- Spring Conference debrief: Sari thinks that what was presented at walk thru and what they set up, was not the same; need to double check setup, one podium short, and all speakers need lapel mic, we need time for testing, food to be set up in the open area, registration to be at the top of escalator but due to the other groups we were pushed in front of door. Steve suggest meeting prior to conference on set up. Christy food was good, lunch was good especially roast beef, and there was a light option offered, desserts very great, and employees were friendly. Kathy when we work on registration for Central Region conference we will need a storage room for extra. Sari noted that we do have a room to lock up stuff. We need table decorations for lunch. Smell was musty is there a way to freshen up, Sari will ask hotel. Need directional signs for the conference.
- Update names on the Drop Box Account for Access, Christy has printed the drop box and email password for everyone, handout given to all.
- Job Descriptions/Checklist and Calendar of Tasks
- Sari has put these in new BOD member's folder if you have changed roles please get a copy from the website. Christy will send out post up-to-date from drop box
- Next Meeting July 11 at CBIZ (11:30 to 3 pm) Sari will be hosting next meeting

President-Elect's Report-Sari

- Program Chair Appointment will be confirmed by the New President in July
- The outgoing and incoming presidents both support Steve for program chair
- Central Region Training Conference (6/1-6/5: Dayton OH) debrief: Sari notes, give away ideas; cozies in the bag with logo, during president's reception make sure we have meat in the appetizer's, drink tickets did not have designation for either night and the staff were not collecting them. Instructor was good but there was a lot of material that was on exam that was not covered in class. Stephanie volunteered to teach in KC 2020. Need to put in our

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communication what the requirements are for the competencies class. Restrict the time for the room where testing is done. We will need to communicate with the instructor. We need to make sure we are recognizing groups and positions that are there. Need to get the color guard and someone to sing national anthem. How do we get the federal people here to attend our conference? Wild apricot will have access to wild apricot to sign people in for the conference. Need to make sure we have directional signs to direct folks to the conference.

- 2020 Central Region Training Conference (June 6-10 Kansas City) we have chairs for all committee's SM will send out the list of who they are. We will be having monthly meetings for 2020. Can we post videos on the central region website? Did we get a list of sponsorship from southern regions conference? Charlene on top of it
- Next Meeting July 11 at CBIZ (11:30 to 3 pm)

Past President's Report - Becky

- Bylaws approved and are provided to central region.
- Central Region Nominations, central region will have to get a nomination chair for this next year.

Treasurer's Report – Kathy 3 report items (to be sent to Christy)

- Account Balances
- March, April, reports presented.
- Spring Conference Budget Outcome
- Still pending the receipt from the iPad and one sponsor stills owes 150.00 one idea is to get previous year's model and or shop at Christmas time to get sale prices

Secretary's Report - Christy

- Motion to accept both minutes by Sari, 2nd by Erica, all in favor.
- Memberships, 54 plus the 4 I have left to enter. We have 9 new members so far
- Non-members of national email to reconcile the \$25 due if they are not verified.
- Website issues and Christy will send emails to Charlene to follow up on.

Program Chair's Report- Shawn

- Kick Off Theme/Speaker for our August meeting.
- Speaker Schedule ideas, Steve will get with Shawn and we can send ideas to him. Christy will send last year topics and speakers from last year's program
- Steve, recruiting is a big issue in all organizations, how do you reach the person who is not looking, Becky performance management process at JOCO could still be on calendar for August event, MO side the marijuana law. Mike Solar on gov. employment, Ron Hollerfield SGR in the KC area, big on recruitment and servant leadership. Charlene brought up topic of public sector and tattoos. Shelley spoke specifically to LGBT at the aviation event, how to prepare for a dispositions, Chuck Dunlay, MVP law firm

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Members-At-Large Report – Kathy & Dennis

- Meeting Lunch/Caterers Schedule
- Dennis stated we have meeting locations scheduled for the year.
- Dennis will provide contact information for catering. Use Hy-Vee that delivers to CBIZ order less, and ask for extra plates and silverware. CBIZ provides beverages, Shawnee does not. So you have to plan for water or tea dispensers. Budget wise we try to stay at \$12.00 per person. Try to order 10% less than the RSVP count. Table cloths were purchased by Kathy for Shawnee at Dollar Tree, 8 tables, party city \$3.00 each but can reuse. Candy in the middle of tables, baskets to collect names, Kathy has these. Easiest way for the members at large is to divide up the locations however they want to do it. Treasurer will make payments on site or get invoice to her and she will pay invoice.
- Charlene presented the rewards for service in the outgoing BODs members. David and Becky.
- Steve asked what we did not want to see? Make sure they talk 45 minutes, always have a backup plan.
- Dennis topic on changing culture Hannas Zachcaris BS has contact information she gave to SS
- Kathy suggest Danielle, organization called Trouble at work
- Christy asked if Shawn will cover the Program creation process? Shawn stated she would be going over it after the BOD meeting.
- Steve have you heard the term SLACK, communication happening with icons and emoji's? Everyone thought that was a great idea.

Other New Business

- Presented Becky with retirement gift for the Board. BOD has given Becky a life time membership to GKC chapter.
- Reach out to folks for the audit that is supposed to happen next month. Folks from last time are willing to do it again.

Next Board Meeting Date, Time and Location

July 11, 2019

11:30 am – 3:00 pm

CBIZ – 11th floor

With no other business to discuss, Becky motioned to adjourn. Shawn 2nd and all were in favor.

Respectfully submitted,
Christy Mann

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