

IPMA Board Minutes March 10, 2016

The IPMA-HR Greater KC Chapter held its monthly board meeting on March 10, 2016 at the KCI Aviation Department.

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

Becky called the meeting to order. Lisa moved that the February 11, 2016 minutes be approved, seconded by Susan. The minutes were unanimously approved.

President's Report/President Elect Report – Becky Salter

Becky stated she thought the icebreaker went well today and people seemed to participate. Becky recommended we add a tab on the Greater KC IPMA-HR website with icebreaker ideas. Sari will ask Roman about adding a link. Lori suggested we limit the icebreakers to every other meeting since most people do not want to participate.

The impromptu 'round-table' discussion after today's short meeting was helpful for several people. It also seemed like people lingered after the meeting talking and networking with colleagues. Perhaps at one of the meetings next year, we can have round-table discussions with relevant/timely topics as the focus of the meeting.

The nominating committee needs to be created. Becky advised that Sunshine will be responsible for reaching out to potential members to coordinate. Several ideas were generated on who might be willing to serve. Sari will send those names to Sunshine for review.

Becky will send out information regarding the Thomas Lewinsohn Award. May 1 is the deadline and we have not received any nominations.

Past President's Report - Lori Briggs

Lori gave an update on the June 2016 Central Region conference in St. Louis, MO stating announcements were sent out last week and people are now beginning to register. The second notice indicated the competency class would again be offered.

The September 2016 International IPMA-HR conference to be held in Kansas City, MO will have a social event at the WWI Museum and volunteers are requested from the Greater KC chapter. It would be nice to also have a table hosted by the Greater KC chapter where gifts could be given to attendees. We could possibly get a donation from the Royals, Sporting KC, a KC Basket give-away etc. The Board thought this was a great idea.

Lori will get with Roman to discuss changes to the website including the list serve, a member forum for posting policies, and to make sure PayPal includes both the name of the person making the payment along with for whom the membership payment is for.

Treasurer's Report – Amy Davis

Amy discussed the financial report for February – see attached spreadsheet, February tab.

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Amy had submitted a request to Roman to add registration online for the May 2016 Spring conference. After discussion it was decided that very few people actually register online for the monthly meetings, so we will have individuals rsvp through Sari for the Spring conference. If non-members rsvp for the conference, Amy will send them an invoice.

Tax exempt status – no update.

Amy advised it appears that we will need to file 2015 taxes on the simple form (post card) that CPA Denise Fears referenced. Sari will ask for a copy of that form. (Denise referred us to the website link at the IRS: <https://www.irs.gov/Charities-&-Non-Profits/Annual-Electronic-Filing-Requirement-for-Small-Exempt-Organizations-Form-990-N-e-Postcard> where we can find the form.)

Secretary's Report –Sari Maple

Becky and Sari will get together before the next board meeting to review the duties of the secretary and see if there can be further delineation of responsibilities. At that time, they will also review the job descriptions and compare to the bylaws to make sure there are no inconsistencies. Once final changes are made to the bylaws, including term limits, Sari will send to Neil Reickenberg (sp?). After receiving approval from Neil, Sari will distribute to the membership 30 days before spring conference. (The email will need to be sent to the membership no later than April 30, 2016.)

Program Chair's Report – Report provided

Kim provided information to Sari regarding the April meeting. She advised it will be in Shawnee and presented by Larkin O'Keefe on the changes in the pharmaceutical business and the impact of specialty drugs on cost.

The Spring Conference planning is progressing with the following discussion.

- Sunshine will present the opening remarks.
- Pam Hamilton needs a morning session, perhaps a third Breakout.
- Becky will update the program with suggested changes and send to the Board for approval.
- HRCI credits are pending.
- We still need to find a closing session (perhaps Ray Reuter – Lisa will follow up with him).
- When the next e-blast is sent out, we will include that HRCI credits will be available, speaker bios, and description of the breakout sessions.
- We have three sponsorships so far; American Fidelity for \$500, Lockton for \$500 and Mid-America Nazarene University for \$100.
- Everyone will continue to solicit sponsors.
- Becky showed the sample portfolio. We would get the Greater KC IPMA-HR logo embedded. Everyone liked and Becky will place order for 100.

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- Lisa stated Mi Ranchito will provide a fajita bar for \$11.99. K Macho will provide a fajita bar for \$8.49 per person. The Board said go ahead K Macho. Make sure they offer chicken and beef.
- We can get drinks at Costco or Sams.
- Susan will check with Panera and Hyvee regarding coffee for the conference. She will also get quote on bagels.
- We will do breaks and snacks in the vendor area.
- We need to have Kim find out if there is tech support at the conference location. If not, Becky may be able to provide IT support.

Members-at-Large Report: Lisa York

Lisa stated she completed a site visit at the Greater KC Foundation. They do not have round tables, but can fit 60 – 70 people. There is a parking garage near the building, but it is not free. The Board discussed the option of validating parking for members. Lisa advised she would get more information on if that was possible, and the cost for parking. Lori will check with the Health Department and see if that would be a possible location for meetings. Another option suggested was the Kaufman foundation. However, we would have to use their caterers. The Board discussed we may have to increase annual memberships to cover the higher food costs. However, annual memberships have not been increased for many years.

Other New Business - none

Susan motioned to adjourn the meeting. All 2nd the motion and the meeting was adjourned.

Next Board Meeting Date, Time and Location

Thursday, April 14, 2016

Shawnee Town Hall

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

Respectfully submitted,
Sari Maple, Secretary