

## **IPMA Board Minutes October 15, 2009**

The IPMA-HR Greater Kansas City Chapter met on October 15, 2009 at the North Kansas City Public Library. The Board meeting immediately followed the October Chapter Program.

### **Board Members Present included:**

Shana Marsh, Jan Gall, José Portuquez, Karen Reed, Trina Duncan and Liz Crawford.

### **Board Members Absent included:**

Lois Gartman and Amy C. Brusven

Shana Marsh called the meeting to order. Shana called for a motion to approve the minutes of the September 17, 2009 IPMA-HR Board meeting. Karen Reed made a motion which was seconded by Jan Gall. Liz Crawford agreed to email a final document of the approved minutes to Amy C. Brusven to be posted on the Chapter's web site.

### **OLD BUSINESS:**

#### **On-line Survey:**

Karen Reed informed the Board that a draft of the on-line survey was emailed out to all Board members; however, Amy C. Brusven was inadvertently left off the email distribution list. Karen apologized for this oversight and informed the Board that she recently sent the on-line survey to Amy and is awaiting her feedback.

Karen noted that (pending Amy's approval) the survey is ready to be sent out to members. The Board discussed how and where the survey should be posted and/or sent out. Shana indicated that she felt the survey should be in a place that is the most convenient for members to complete. The Board agreed on the following:

- The on-line survey will be posted on the Chapter's web site
- The on-line survey will be sent out in a global email
- The on-line survey will be sent to active members only
- The goal to send the survey out next week with a deadline of 10/30/2009

### **NEW BUSINESS:**

#### **President's Report:**

There was no President's Report as Amy C. Brusven was unable to attend this meeting.

#### **President-Elect's Report:**

Shana Marsh reported that there are six (6) new members year-to-date.

**Past - President Report:**

Lois Gartman was unable to attend this meeting; Shana reported that Lois is still working on the revision of the Chapter By-laws.

**Program Chair Report:**

Jan Gall reported that toys will be collected for *Toys for Tots* at the November Board meeting. Jan noted that the *Toys for Tots* contact person she is working with has indicated that they are in need of toy for both boys and girls ages 0 to 2 (Jan noted that many times people forget about this age group.)

Jan stated that the November meeting will include continental breakfast.

**Treasurers Report:**

José Portuguese reported that the current balance of the IPMA-HR Greater KC Chapter bank account is \$18,288.56. Jose noted that he took in some registration fees today and will deposit the money into the Chapter's account. Jose noted that there are some issues with payment not being made and confusion when non-members are paying the member fees.

The Board agreed that an invoice should be emailed to an individual who registers for a program and has an outstanding balance. This would allow the individual to submit the invoice to his/her employer prior to the meeting and have a check ready for payment. The invoice could also serve as a receipt.

**Members-At-Large Report:**

Nothing to report.

**MISCELLANEOUS:**

**Member Contact Information**

Shana Marsh stated that she has had a request from an active member for a listing of all members with their contact information. The Board discussed the pros and cons associated with freely giving out the contact information. The main concern was member expectation of privacy. The Board agreed that one of the benefits of being a member of the organization is networking, and the contact information should not be sold or used as a sales tool for vendors. Jose noted that the web site is in place with a section for member contact information. It was noted that this section of the web site is not yet up and running. After further discussion it was determined that one of the benefits of membership of the organization should afford members the opportunity to contact each other (albeit not for solicitation purposes). The Board agreed that the email distribution list should be given to members upon request.

**2010/2011 Board Positions**

Jan Gall stated that she felt the current Board should research By-laws and review past practices and determine the best procedures for the 2010/2011

elections. The Board discussed how there has been some inconsistencies on how elections have been accomplished in past years. For example, the "slate of officer" method has been used and individual candidates have been given the opportunity run. The Board agreed that having a New Board Member packet available on the Chapter web site and at Chapter meetings after the first of the year is an excellent way to both inform members of Board positions/responsibilities and a great way to tap in to members who may have an interest in serving on the Board. The Board also discussed interested Board candidate prepare a bio sheet for members to review prior to the election day and allowing active members the opportunity to vote on-line (if they are unable to attend the Spring Conference). The Board agreed that this topic warranted additional discussion at a future Board meeting when all members were present.

The next Board meeting is scheduled for November 19, 2009 immediately following the Chapter monthly program. Shelly Freeman is the speaker slated for this event. Ms. Freeman will be speaking about legal updated in both Kansas and Missouri.

With no other business to discuss the meeting adjourned.

Respectfully submitted,

Liz Crawford, Chapter Secretary