



Board of Directors Meeting

MARCH 16, 2016 – GREATER LANSING ASSOCIATION OF REALTORS

Members Present (a quorum was present)

Laurie Nickson, President
 Nick Hussein, 2nd Vice President
 Amanda Toy, Director
 Nate Melvin, Treasurer
 Debbie Kopkau, Past President

Diane Dick, 1st Vice President
 Aimee George, Director
 Chris Ward, Director
 Annette Pepper, Secretary

Welcome

L. Nickson

Laurie Nickson called the meeting to order at 9:03am. A quorum was present.

Establishment of a Quorum

L. Nickson

Bill of Rights

Board Members

Approval of Consent Agenda
 Approval of February 2016 Board Meeting Minutes
 Committee Reports Received, Report Only
 Advertising/Sponsorships
 Education
 GMS Certificate
 Membership
 Nominations and Elections
 Registration/Door Prizes
 Scholarship
 Special Events
 Technology

L. Nickson

D. Dick
 D. Kopkau
 D. Kopkau
 N. Hussein
 D. Kopkau
 D. Dick
 N. Melvin
 L. Nickson
 N. Melvin

Committee Report Received, Nothing to Report
 Honors and Awards
 Financial Reports

A. Pepper

Review of Financials

N. Melvin

BANK BALANCES	1/31/2016	2/29/2016
Checking	\$27,382.54	\$25,951.71
Savings	\$12,053.37	\$12,053.88

Review of Income/Expenses
 Review of Bank Statement
 Review of Bills to Pay
 Check Register Sign-off

N. Melvin
 N. Melvin
 N. Melvin
 D. Kopkau

Financials approved as presented.

Committee Reports, Discussion/Action Needed

- Annual Education Conference C. Ward
 - Promotional emails have been sent to members and to several agencies
 - Destination Michigan requested to have a free booth at AEC to promote AEC. They would in turn give us booths at upcoming Destination events. The booth would include, for one representative, two breakfasts and lunch. To attend the dinner the cost is \$25.
 - Contact will be made with each AEC scholarship recipient to clarify his or her responsibilities at the conference.
 - No new sponsorships received.
 - Speaker gifts: The sponsor of the speaker will provide the speaker gift.
 - As part of the State of the Chapter, the board committee chairs/liaisons will highlight the work of their committees and encourage participation.
- Communication/Social Media A. George
 - Newsletter deadline to get information to Aimee was yesterday, March 15. Aimee is working with Andy to complete the newsletter for distribution by March 31 at the latest.
- Community Service A. Toy
 - EVE of Lansing is the new recipient beginning in April. A needs list was sent out with the “know before you go” email for the March meeting.
- Marketing A. Toy
 - Brought marketing cards to give out at today’s meeting.

2015-2016 Chapter Business Plan Update

All Board Members

MiSGMP Board Update

L. Nickson

- Aimee George was asked to leave the room for this discussion.
- Laurie shared the national guidelines about Aimee continuing to serve on the board for up to 90 days based on her employment status.
- If still an active board member in May, MiSGMP will support Aimee’s expenses to attend; board policy.
- The board voted and approved the following:
 - Actual transportation cost reimbursement for Aimee’s board participation as long as she is eligible to be on the board. The eligibility period of 90 days ends on June 6, 2016.
 - If still an active board member in April for AEC, MiSGMP will cover the cost of her registration, two nights of housing, and actual transportation costs.

National Update

- NEC L. Nickson
 - May 17-19, 2016, Town and Country Hotel & Convention Center, San Diego, California.
- MiSGMP Board Travel Guidelines to go in policies and procedures. L Nickson
- Participation of Current and Incoming Board members: L Nickson
 - Nate to approach both Stacy and Leonard regarding attending NEC.
- Auction Donation L Nickson
 - To donate a Michigan Brand coffee – either coffee of the month or gift certificate.
- COY and POY Award Applications
 - Applications are available online; submission deadline is 5pm April 1, 2016.
 - Chris and Debbie will create draft of POY application; Aimee and Nate will create draft of COY application. Drafts to be sent to board members by close of business March 24 with feedback due by close of business March 28. Laurie will revise applications as needed, sign and submit applications by deadline.

- National Membership Committee Call March 17, 2016 @ 2 PM EST L Nickson
 - o Nate and Annette to join and Nick will join if schedule permits.
- Letter re Student Scholarships L. Nickson
 - o Reviewed letter and added Government Affairs as possible scholarship awardees. Board made a decision to have Laurie send to National SGMP Board, Gilmer Institute of Learning Trustees prior to AEC.

Other Items

All Board Members
L. Nickson

- MSAE Collaboration
- Web Review
 - o All board members to review the website and to have any outdated information. Use programs like Microsoft word to spell check for typos and misspellings.
- MiSGMP T-shirts to be put on the website to purchase and wear at NEC and Road Rally. Order deadline is April 22.

April & May Board Meeting Dates

L. Nickson

- April Board meeting is Wednesday, April 13, at 1:00pm at the Four Points Sheraton, Kalamazoo
- May Board meeting to be scheduled during NEC in San Diego.
- All board members were asked to begin thinking of topics for June board retreat. Days and location TBD based on availability of current board and newly elected board members. Discussion about having a facilitator for the branding and strategic planning portions.

CIC preferred vendor. Nate investigating cost. Considering beginning July 1, 2016. Programs must be submitted 45-60 days in advance of program date for approval. Annette and Nate to fill out application.

Meeting adjourned at 10:47am

Next Meeting

April 13, 2016 at 1:00pm Four Points Sheraton, Kalamazoo

Respectfully submitted,
Annette Pepper, CMP