



Board of Directors Meeting

APRIL 13, 2016 – FOUR POINTS SHERATON, KALAMAZOO

Members Present (a quorum was present)

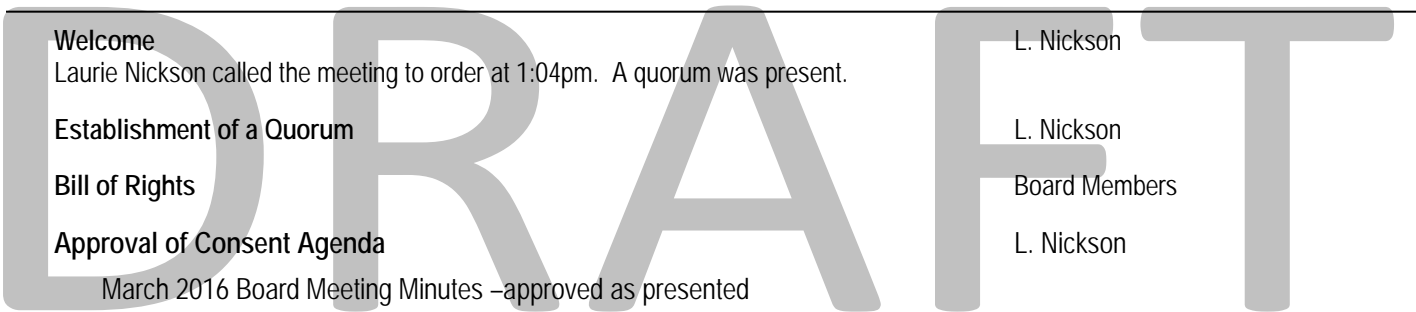
Laurie Nickson, President
 Annette Pepper, Secretary
 Aimee George, Director
 Chris Ward, Director

Diane Dick, 1st Vice President
 Nate Melvin, Treasurer
 Amanda Toy, Director
 Debbie Kopkau, Past President

By phone: Nick Hussein, 2nd Vice President

Guests:

Leonard LaFrance, Director-elect
 Stacy Yerby, Treasurer-elect



Welcome

Laurie Nickson called the meeting to order at 1:04pm. A quorum was present.

L. Nickson

Establishment of a Quorum

L. Nickson

Bill of Rights

Board Members

Approval of Consent Agenda

L. Nickson

March 2016 Board Meeting Minutes –approved as presented

Committee Reports Received, Report Only

- Advertising/Sponsorships
- Education
- GMS Certificate
- Nominations and Elections
- Registration/Door Prizes
- Scholarship

- D. Dick
- D. Kopkau
- D. Kopkau
- D. Kopkau
- D. Dick
- N. Melvin

Mary Estrada declined NEC scholarship; not attending

- Special Events
- Technology

- L. Nickson
- N. Melvin

Committee Report Received, Nothing to Report

- Honors and Awards

A. Pepper

Financial Reports

Review of Financials

N. Melvin

BANK BALANCES	2/29/2016	3/31/2016
Checking	\$25,951.71	\$41,394.94
Savings	\$12,053.88	\$12,054.39

Review of Income/Expenses	N. Melvin
Review of Bank Statement	N. Melvin
Outstanding check for the Capital Area Humane Society	
Review of Bills to Pay	N. Melvin
Check Register Sign-off	D. Kopkau

Financials approved as presented.

Committee Reports, Discussion/Action Needed

Annual Education Conference	C. Ward
<ul style="list-style-type: none"> - Brochure distributed. - Volunteers list created with description of volunteer job duties with start and end times. - Sponsorship information distributed. Exhibit start and end times were distributed among sponsors. - An education program was added Wednesday evening to help planners justify Wednesday night attendance. - SOM has change policy that to stay overnight, venue must be at least 100 miles from place of employment. This will be a consideration when choosing future AEC sites and also for increasing AEC scholarships to cover housing for planners. - State of the Chapter <ul style="list-style-type: none"> o Board liaisons will talk for 2-3 minutes about their committees, encouraging members to join - At conclusion of Thursday's banquet <ul style="list-style-type: none"> o Properties receiving longevity awards recognized and given plaques and 25th anniversary mug o Members who joined since 2015 AEC recognized and given 25th anniversary mug o Michelle Milligan will induct 2016-2018 MiSGMP Board 	

Communication/Social Media	A. George
<ul style="list-style-type: none"> - Chris to provide list of scholarship awardee names that are responsible for writing up recaps of each session at AEC. - Next newsletter deadline is June 15, 2016. - June's newsletter to follow format of recent newsletters - MiSGMP Board to discuss newsletter formatting at retreat and to look at stats regarding how many open newsletter email - Aimee will meet with and mentor new board Communication Committee liaison. 	

Community Service	A. Toy
<ul style="list-style-type: none"> - Donations delivered to Ele's Place; most appreciative - Q2 - EVE - Q3 - Michigan Association of United Ways - Amanda will mentor new Community Service board liaison. 	

Marketing	A. Toy
Amanda to mentor new Marketing board liaison.	

Membership	N. Hussein
<ul style="list-style-type: none"> - Committee reviewed the at-risk members (60 days out). Nick will contact these members personally. - Committee reviewed the dropped list. - Board reviewed proposed membership flyer. <ul style="list-style-type: none"> o Suggested simplifying flyer; less verbiage o Remove SGMP mission but reference Michigan Chapter as a chapter of National SGMP. o Add a 'myth buster' - don't have to be a SOM employee to join! o Correct contact link o Add three reasons from marketing business cards. o Amanda will meet with Nick during AEC to review board's recommendations with him 	

2015-2016 Chapter Business Plan Update

All Board Members

- 75 members and 12 guests attending AEC
- POY submitted to National on March 29, 2016
- COY submitted to National on March 31, 2016
- 4 chapter scholarships awarded to NEC
- Visibility and Marketing – business cards available; polo shirt order 'open'

Relationships with Nationals

- Nate is on the Finance and Audit Committee and on the Elections Committee.

National Update

Letter re Student Scholarships

L. Nickson

- o Rob Coffman called Laurie in support of chapters being able to award scholarships to NEC and chapter conferences. Followed up with email to all MiSGMP board members -

NEC

L. Nickson

COY and POY Award Applications

- o See above notes COY and POY application submission info

NEC Task Force Expectations

- o Draft of memo distributed to board members regarding concerns about onsite volunteer expectations. Laurie and Annette to request phone conference call with Mark Harvey; follow up with email as needed.

MiSGMP Board Members Attendance

L. Nickson

All current board members attending. Stacy Yerby, Treasurer-elect, attending with Visit Detroit (CVB); Leonard LaFrance, Director-elect, not able to attend.

Other Items

Board Induction at AEC

L. Nickson

- See notes above regarding MiSGMP Board Induction.

Donations on behalf of Matt Hamelink

L. Nickson

- Announcement and basket passed at banquet.

Web Review

L. Nickson

Please continue to review the website and inform Nate about corrections needed and/or links that are not currently working.

Next MiSGMP Board Meetings

L. Nickson

May Board Meeting at NEC in San Diego, 5:00– 5:30pm Tuesday, May 17, 2016 – we will discuss financials and membership.

Board Retreat/Meeting, June 20-21, 2016 at Greater Lansing Convention and Visitors Bureau. 9:30am–4:30 pm Monday, June 20; 8:30 am–4:00 pm Tuesday, June 21.

Meeting adjourned at 3:07pm

Next Meeting

May 17, 2016 at 5:00pm NEC in San Diego, location TBD.

Respectfully submitted,
Annette Pepper, CMP