



Board of Directors Meeting – Meeting Minutes

JUNE 20, 2016 – GREATER LANSING CONVENTION AND VISITORS BUREAU, LANSING

Members Present (a quorum was present)

Laurie Nickson, President	Diane Dick, 1st Vice President
Nick Hussein, 2 nd Vice President	Annette Pepper, Secretary
Nate Melvin, Treasurer	Chris Ward, Director
Amanda Toy, Director	Leonard LaFrance, Director
Debbie Kopkau, Past President	

Guests:

Stacy Yerby, Treasurer-elect

Welcome

Laurie Nickson called the meeting to order at 10:20am.

L. Nickson

Establishment of a Quorum

A quorum was present.

L. Nickson

Bill of Rights

Board Members

Approval of Consent Agenda

Approved by unanimous vote

Approval of May 2016 Board Meeting Minutes

Committee Reports Received, Report Only

Communication/Social Media

L. LaFrance

Education

D. Kopkau

Scholarship

N. Melvin

Special Events

L. Nickson

Technology

N. Melvin

Committee Report Received, Nothing to Report

Advertising/Sponsorships

D. Dick

Annual Education Conference

C. Ward

Honors and Awards

A. Pepper

Marketing

A. Toy

Nominations & Elections

D. Kopkau

Registration/Door Prizes

D. Dick

Financial Reports

Review of Financials

N. Melvin

BANK BALANCES	4/30/2016	5/31/2016
Checking	\$25,337.65	\$19,430.63
Savings	\$12,054.87	\$12,055.39

Review of Income/Expenses	N. Melvin
Review of Bank Statement	N. Melvin
Review of Bills to Pay	N. Melvin
Check Register Sign-off	D. Kopkau

Financial Reports accepted as presented by unanimous vote.

Committee Reports, Discussion/Action Needed

Community Service

A. Toy/A. Pepper

- Amanda Toy will continue to be the chair of community service, Annette Pepper will be the board liaison for next fiscal year

GMS Certificate

D. Kopkau

- Give the committee a task list to complete.
- Send a request from Star Chapter to have a report to pull historical information for GMS, CMP, etc.
- Create flyer to address professional development for both planners and suppliers.
- Design GMS pins – ask National if able to use logo SGMP developed
- Use GMS designation on website for board members
- Investigate steps needed to move from certificate to certification. Creation of exam?

Membership

N. Hussein

- Create mechanism to track when someone has met their 2 meetings maximum.
- Look at the last two years of list of attendees and reach out to those that have not joined.
- Campaign to recruit new members and to retain members.

2015-2016 Chapter Business Plan Update

All Board Members

Reviewed and updated.

National Update

Membership Call

N. Hussein

- Issues with passwords, updates, not getting feedback right away, file transfers. Answers to issues from National were that July 1, 2016 National SGMP will be making Membership a priority.
- Membership pamphlet being created by National.
- April-June new members and renewals will be updated by the end of this month.

Update

L. Nickson

- Rob Bergeron and Kelly are done as of June 30, 2016. Mark Harvey will be done in July. Garland will be kept on as a contracted employee.
- RFP has been sent. The national board will review and select a new management company.

Other

June meeting went very well. The court case generated a lot of discussion.

Meeting adjourned at 12:00pm

Next Meeting

July 20, 2016 – 9:00–11:00 am, Michigan Assoc. of CMH Boards, Lansing

Respectfully submitted,
Annette Pepper, CMP