



**Michigan SGMP Board of Directors Meeting – Meeting Minutes**

**NOVEMBER 16, 2016 – THE VIEW AT COOLEY LAW STADIUM – LANSING**

**Members Present** (a quorum was present)

Laurie Nickson, President	Diane Dick, 1 <sup>st</sup> Vice President
Nate Melvin, 2 <sup>nd</sup> Vice President	Annette Pepper, Secretary, by phone
Stacy Yerby, Treasurer	Tammy Lott, Director

<b>Welcome</b> Laurie Nickson called the meeting to order at 9:14am	L. Nickson
<b>Establishment of a Quorum</b> A quorum was present	L. Nickson
<b>Bill of Rights</b>	Board Members
<b>Approval of Consent Agenda</b> Approval of October 2016 Board Meeting Minutes Committee Reports Received, Report Only	L. Nickson
<ul style="list-style-type: none"> <li>• Advertising/Sponsorships (<b>Pulled Report</b>)</li> <li>• Communication/Social Media</li> <li>• Education</li> </ul>	D. Dick L. LaFrance A. Pepper
Committee Reports, Nothing to Report	
<ul style="list-style-type: none"> <li>• Annual Education Conference</li> <li>• Honors and Awards</li> <li>• Scholarships</li> </ul>	C. Ward D. Kopkau S. Yerby
<b>Financial Reports</b> Review of Financials	S. Yerby

<b>BANK BALANCES</b>	<b>9/30/16</b>	<b>10/31/16</b>
Checking	\$18,958.79	\$25,912.90
Other	\$12,056.90	\$12,057.90

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

**Committee Reports, Discussion/Action Needed**

Community Service	A. Pepper
<ul style="list-style-type: none"> <li>• Creating and emailing a survey to solicit ideas from membership for upcoming community service projects. Amanda Toy, chair, will coordinate a conference call to review suggestions and to determine community service projects for FY17.</li> </ul>	

## GMS Certificate

D. Kopkau/Laurie Nickson

- Four members are receiving their renewal certificates today. The GMS pins will be distributed to all current GMS Certificate holders at the December meeting. A list will be kept of those who have received pins. Those not in attendance will receive their pins at a later meeting.
- Debbie sent an e-mail to encourage member participation in the GMS program. She received four Letters of Commitment.
- Debbie sent an e-mail to those people whose certificates have expired or will be expiring. She received four applications for renewal.
- Debbie issued welcome letters to the new GMS enrollees, and printed certificates and congratulatory letters to members renewing, as well as sending letters to their direct supervisors.

## Marketing

S. Yerby/Laurie Nickson

- Patricia Headley is interested in joining the Marketing Committee. Stacy will reach out to her.

## Membership

T. Lott

- Membership Committee has a new Chair: Pamela Malone.
- Helms Briscoe members are considered "Associate Suppliers". While they are titled planners, they receive their commission from suppliers; this is why they are considered associate suppliers.
- We had two supplier/planner matches join MiSGMP, along with another new member.
- Tammy and Pam are reaching out to planners and suppliers for testimonials.
- New members join National and then join an affiliate chapter. While it is more convenient and relevant to join your state chapter, it is not a requirement.
- All e-mails going to members must be vetted through Leonard LaFrance.
- The membership drive has been suspended until the Board can determine a more effective membership marketing strategy.

## Nominations and Elections

D. Kopkau/Laurie Nickson

- Nate Melvin is resigning due to a new position with the Kalamazoo Air Zoo. The Board discussed the protocol for filling the board vacancy. Leonard LaFrance has agreed to be Second Vice-President. He will continue in the role of Communication/Social Media Committee Board Liaison/Chair and will take on the added responsibility of the MiSGMP web site. The Board discussed potential suppliers to fill the Director vacancy. Laurie will reach out to Patti Ingleson from the Ann Arbor Area Convention & Visitors Bureau.
- Nate was thanked for his years of service and was presented with a Cross pen and pencil set from the board as a token of their appreciation.

## Registration

D. Dick

- As door prizes are no longer offered at meetings, the name of this committee is being changed to Registration.
- Diane spoke with Todd Gardner, MI Gaming Commission Licensing Director who indicated "The three things which constitute a raffle are (1) chance, (2) prize, and (3) consideration. My opinion is that attending an event of value would be the consideration part of the raffle, and yes, a license would be required." Diane asked if the money attendees' pay is strictly for food, is the answer the same, to which he replied yes. Mr. Gardner indicated it is still considered gambling.
- Because we cannot ethically continue with door prizes, it was determined to hold a mini live auction at December's meeting with remaining September auction donations and other donations currently 'on hand'; a license is not required for an auction.
- Chris Ward is checking on the need for a license for the AEC Wine Wall event.

## Special Events

L. Nickson

- Given the elimination of monthly door prize raffles, the Board decided to hold a mini **love live** auction at the December meeting, and possibly one to two more throughout the membership year. Auction proceeds will continue to have a separate line item in the budget and in accounting.
- Laurie will craft an e-mail to suppliers thanking them for their past door prize donations, explaining the reason for the elimination of door prizes, and about the mini live auction at December's meeting.
- Nick Stratton agreed to be the chair of the Special Events committee. He will be the auctioneer at the December meeting.

## Pulled Report

### Advertising/Sponsorships

Diane Dick/Laurie Nickson

- Sold out of all bundles for AEC except for one refreshment bundle.
- Confirming now with all bundle sponsors and meeting sponsors.
- With Facebook, you can purchase daily posts and/or pinned posts (these go for 1 week).

## 2016-2017 MiSGMP Chapter Operations Plan

L. Nickson/Board Members

Update reviewed – the chapter accomplished Strategic Focus 2 and 3 this month.

## National Update

L. Nickson

- Laurie and Nate both completed the Leadership Survey. Laurie reported that although the survey questions were relevant, she was concerned that the way some were written might not give National the data hoped for.
- The national board meets in early December to determine how to proceed with Task Force assignments.
- Information about NEC should be available soon.

## Other

Next Board Meeting – December 14, 2016, 9:00–11:15 am; Radisson Lansing at the Capital

Meeting Adjourned at 11:04 am.

Respectfully submitted,  
Tammy Lott, MiSGMP Board Director