



## MEETING PROFESSIONALS INTERNATIONAL KANSAS CITY CHAPTER (KCMPI) BOARD OF DIRECTORS MEETING

**March 16, 2010**  
**Overland Park, Kansas**  
**Minutes taken by Lorie Scott, CMP, VP Finance**

The meeting was called to order by Michelle Lizak, CMP, President, at 8:40AM. A quorum was present; the agenda is attached as Exhibit #1.

### **KUDOS! GO TEAM! CHEERS! WAY TO GO!**

All volunteers – Levy

Major Kudos– Shari, Phil, Lynne, Lorie

Program Committee – couple of great programs recently and team working hard on Twittering Around

Kara – keeping up with sponsorships and contracts

### **Votes Taken:**

On a motion by Lorie Scott, CMP second by Dan Veglahn, CMP, the December board minutes were approved as written.

### **Actions Agreed Upon:**

None

### **By-Laws:**

None

### **Policies:**

None

### **E-Vote:**

2/11/10

Motion by Danielle

"I motion to approve the request for Kleertech to be the name badge sponsor and receive the complimentary booth at PEC and future discounts as outlined in the vote request."

Seconded by Andrea Cowsar

Discussion - None

In Favor: 9

Opposed: 1  
No Response: 4

**Vote Requested:**

At the board retreat last week we had a few items presented for votes, but we did not have quorum at the event to take board vote. As such, I have attached the first a vote request form to this email for your review.

The committee presented this option at the retreat. The PEC committee has a sponsor that they'd like to enter into a five-year partnership with for name badge, lanyard and breakout tracking at PEC. This agreement would be for PEC only and not extend into the other monthly programs at this time.

Please review this vote request and respond with a motion to approve, a second to that motion and any discussion/questions that you have on this item.

3/11/10 the following e-vote was approved

Leader of the

Lacey Spallitta had 9 votes

Rebecca Hensel had 1

Leader of 3rd Quarter Nominees

**Lacey Spallitta, CMP.**

Lacey continues to work tirelessly on the Professional Education Conference sponsorships and exhibitors. She has already sold 7 of 10 infomercial spots and 19 of 25 exhibit booths. She is on track to exceed budgeted projections for exhibits/infomercials. For sponsors, she has already raised \$1,100 cash and is working on raising more for the chapter. Several others items have been donated in-kind including the registration bags, 2 breakout speakers, games for the reception, staff uniforms, speaker transportation, speaker gifts, door prizes and a grand prize. She is an active member of the PEC committee, attends all meetings and gives selflessly to our event and to KCMPI.

**Rebecca Hensel**

Rebecca is our Member Retention Chair. She's been on the Membership Committee for three years and has always taken on a lead role as a part of the team. Rebecca has done an amazing job in finding locations to host our member receptions and taking on the responsibilities of planning our receptions from beginning to end.

**Financial Report:**

A revised budget as of February 26, 2010 was distributed.

\$3977 – deficit – should be eliminated by end of year with Auction and Levy Concessions  
Marketing and Membership have money to spend -

Account balances as of February 28, 2010:

- US Bank Reserve Fund	\$339.01
- US Bank Checking Account	\$5,409.27
- US Bank Money Market Account	\$88,465.65

- Outstanding Invoices	\$380.00
<b>Total:</b>	<b>\$94,593.93</b>

**ACTIONS REQUESTED BY COMMITTEES:**

**Chapter Administrator:**

Webinars – we do not currently offer a 1<sup>st</sup> time attendee for free option – no policy in bylaws; Governance committee will be notified by Michelle Lizak, CMP for recommendation; New CMP application has been revamped with heavy emphasis on Continuing Education – keep in mind when making decision

Accounting Response to Levy fundraising– spoke to Jerry – tax implications for fund-raising at Levy is done by volunteers that are not being paid (cut and paste from TSR) so there are no tax implications for the chapter

**Leadership Development:**

Announce – leader of the 3<sup>rd</sup> Quarter Lacey Spalitta, CMP, nomination verbiage put on certificate, sent to boss, in newsletter, soon to be on web-site; potential to be recognized at Awards Dinner

Nominations for 4<sup>th</sup> Quarter –

- Lynne Fleenor (Kara Brady)
- Megan O’Keefe (Tricia Clement, CMP)
- Gretchen Miles (Phil Allemang)
- Angela Jenness (sp??) (Michelle Lizak, CMP)
- Rebecca Hensel (Kara Brady)

Recognize Membership – young professionals Meeting – Andrea Bauer/Danielle Jodts – concept – mass email – information on how to follow the group on Twitter on where they will be meeting – social interaction only – hope to come to reality in the next month

Leadership Recognition – changing from Breakfast to Reception; joining with Membership Reception – combining budgets – allows new members to see the volunteerism; add all Levy volunteers to recognition reception (marketing anted up money to add them in)

**Communication/Marketing:**

Web-site task force – Andrea Cowsar; Phil Allemang, Shari Hockenbery, CMP, and Cheryle Grinter – set-up procedures for process; will look at each individual page for ideas and restructuring

MPI HQ – is unhappy with our website and it’s lack of member benefit; with new web-site can assign committee chairs to make changes – with specific people assigned to approve before loaded; still an option to do NEW web-site

**President:**

Nominations Update: Karen Hoch has resigned as President Elect and will not be President for 2010-2011; using current pool of nominations and leadership to build slate; building a succession

plan for the chapter; eliminating some Director positions for next year – matching skill sets with positions – Michelle will send out new organizational chart

Reminder that budgets need to be sent out in April and slate needs to be working toward this goal.

## **60 SECOND UPDATES**

### **Monthly Programs**

Thursday – Dine Around – did calls to membership to drive attendance

End of Month – brainstorming event for 10-11 programs calendar

One location for Education meetings – RFP to be submitted no later than 4/15

### **Member Care/Job Bank/Scholarship**

Membership Reception – combined with Leadership

Golf Reception – working together

Scholarships – all wrapped up for 09-10

### **Student/Satellite Membership**

4/29 – 5pm-7pm; Club 1000 Kilo Below – Membership Reception

### **PEC**

No update – call is scheduled for later today

### **Marketing**

Reiterate – newsletter and directory advertising – any names of hotels or partners with referrals to push Naylor

Send quick eblast to membership - Marketing/Strategic Alliance/Programs – send bullet points to Michelle – by Friday at noon.

Need Directory deadlines for Programs/Membership – for printing and shipping purposes

### **Leadership Development**

Updated Committee contact list – will be posted to e-files

### **Strategic Alliance**

All set for dine around – contract for photographer to be done

Silent Auction – still working on contracts

Membership/Golf – keep Kara in the loop

### **Golf**

Working on getting sponsorship information

Membership is pushing attendance at golf reception at Dine Around

### **Other**

#### **Upcoming Dates:**

KCMPI Dine Around, March 18, Unique Venues in Crossroads and Downtown

KCMPI PEC, April 7 & 8, Westin Crown Center

KCMIC speaker showcase – March 23<sup>rd</sup> – 8:30-noon – promote KCMPI to attendees @OP Convention Center

Business Journal provided by MPI HQ – given to Membership to promote industry

Michelle Lizak, CMP, President, adjourned the meeting at 10:06AM

### **Attendance**

#### Members Present

Michelle Lizak, CMP, President  
Phil Allemang, Director Marketing & PR  
Tricia Clement, CMP Director Monthly Programs  
Lorie Scott, CMP, VP of Finance  
Danielle Jodts, Director Leadership  
Andrea Bauer, Director Member Care  
Dan Veglahn, CMP, CTS, VP Education  
Kara Brady, Director Strategic Alliance  
Andrea Cowsar, VP Membership

#### Members Absent

Karen Hoch, President Elect  
Janice McClain, CMP, Director Special Events  
Lori Turec, VP Communication  
Andrea Foulkes, Director Student & Satellite Membership  
Shana Hoy, Director Special Education  
Lynne Fleenor, Fundraising Co-chair  
Andrayana Getschell, Volunteer Recognition Chair  
Vickie Brawley, Immediate Past President

#### Non-Members Present

Deb Arbo, Chair Website

#### Non-Members Absent:

Cheryle Grinter, Chapter Administrator



Meetings...drive change  
Join the (r)evolution



- I. **Call to Order**
- II. **KUDOS! GO TEAM! CHEERS! WAY TO GO!**
- III. **Review/Approve Minutes**
- IV. **Financial Report (Lorie Scott, CMP)**
- V. **Actions Requested by Committees:**
  - Chapter Administrator (Cheryle Grinter)
    - Webinar – first time attendee policy
    - Fundraising and Accountant
  - Leadership Development (Danielle Jodts)
    - Call for Nominations for “Leader of the Quarter” – 4<sup>th</sup> Quarter
    - Tweet-Up
    - Leadership recognition reception
  - Communication/Marketing (Phil Allemang/Andrea Cowsar/Cheryle Grinter)
    - Website Task Force Update
  - President (Michelle Lizak, CMP)
    - Nominations Update for 2010-2011
- VI. **60 Second Committee Report Highlights**
  - Monthly Programs (Tricia Clement, CMP)
  - Member Care/Job Bank/Scholarship (Andrea Brack)
  - Student/Satellite Membership (Andrea Foulkes)
  - PEC (Shana Hoy)
  - Marketing (Phil Allemang)
  - Leadership Development (Danielle Jodts)
  - Strategic Alliance (Kara Brady)
  - Golf (Janice McClain)
  - Other
- VII. **Other Business**
  - UPCOMING EVENTS REMINDER:
    - KCMPI Monthly Program – March 18, Dine-Around, Unique Venues in Crossroads and Downtown
    - KCMPI PEC – April 7&8, Westin Crown Center
  - GENERAL REMINDERS:
    - Copy Cheryle Grinter, Chapter Administrator (kcmpi@kcmpi.org) in all emails that pertain to operations.
- VIII. **Adjourn**

**Committee Reports Included:** Chapter Administrator; VP Finance; President-Elect; VP Education; VP Membership; VP Communications and President