



BOARD OF DIRECTORS MEETING

December 1, 2009

Attendees: President Stephen J. (Steve) Mastro; Secretary Debra A. (Deb) Bourbeau; President Elect Joyce Doakes Smith; Treasurer Reva Tisdale; Member-at-Large Barbara Pepper, Past President Gregory D. (Greg) Hyland

Absent: Member-at-Large Deborah J. (Debbie) Smith

Guests: Jeff Kramer, President Elect 2010

The teleconference was convened by President Steve Mastro at 1:04 P.M. Eastern Standard Time.

- November Board Minutes

A motion was made by Tisdale to accept the revised minutes from the November 3, 2009 teleconference call. Hyland seconded the motion. The motion carried unanimously.

- Treasurer's Report

Tisdale reported that we should have a little over \$6,000 in our checking account at the end of December. Membership currently stands at about 1,400 with third quarter membership from Florida arriving this week.

- Florida Conference Update

J. Smith spoke with Diane and the final payment has been made to the hotel. A check in the amount of nearly \$700.00 will be issued to Joanne for her conference expenses. We should receive a check in the amount of \$1,200 from the consulting company hired to assist with the conference. All other accounts receivables have been collected at this time. The conference close out report should be received in January. Mastro will provide a synopsis of the conference finances for the Florida Society and provide Pepper with an article for the upcoming newsletter.

- Utah Conference Contract Update

Mastro updated the Board that we were able to retain the terms of the hotel contract with the new hotel representative. The food and beverage minimum is \$15,000.00 and the room nights are 275. The Utah Conference Committee is currently reviewing the contract.

NEW BUSINESS

- Transfer of information

Mastro requested that out going Board Members connect with the new incoming Board Members to share information as needed.

- HOD Minutes

Bourbeau is currently working on the House of Delegates meeting and will send to Board Members for review prior to sending to the House of Delegates Members for approval.

OLD BUSINESS

- Mid Year Board Meeting 2010

J. Smith provided information on the Mid Year Board meeting, which will be held in Oklahoma City on January 25 – 26, 2010. Smith will send more details to the attendees in the next few days.

- 2008 Annual Report

Hyland is writing the 2008 annual report and will have the report completed by year-end. Mastro will follow up on locating the missing 2005 Annual Report.

- Membership Recruitment

Mastro reviewed the criteria for recruitment of Members-at-Large, Associate Members, and Consortium Members: (unaffiliated members). He discussed the issue for an individual (Member-at-Large) who resides in a state and does not have access to a local society. Pepper requested we clarify the description of “local society.” A second concern is the current five members registered as individuals. Bourbeau suggested that we grandfather in these members as long as they do not have a break in paying their annual dues. It was agreed that as of the beginning of the calendar year 2010, after the approval of this change, these members could be grandfathered. Mastro will follow up with leadership of societies with persons proposed to be grandfathered to seek feedback on the board taking this action.

Pepper agrees that this is worth pursuing, as it will give an opportunity for new members. Mastro shared with the Board the number of emails received from government employees who are not CPM’s or current CPM students that would like to join but do not have a local society or are not aware they have access to a local society. J. Smith asked if there should be a dues structure for CPM Members-at-Large versus non-CPM Associate Members. Mastro suggested we leave all classes of unaffiliated members at the \$20.00 rate for now and if needed, review at a later date.

Kramer asked if the criteria “no local society” for membership should be added under Consortium and Associate Member?

Mastro will make changes and send out to Board for an email vote. Pepper reminded Mastro that the letter would also need to be updated. She suggested that both Mastro and J. Smith sign the letter, as Mastro, as Past-President will be mentoring new societies.

The criteria for each class of membership will be provided on the membership application. Mastro and J. Smith will work on the membership application and letter and have it for review at our January board meeting.

An article will be written on this for the upcoming newsletter to ensure that all members are aware of upcoming changes. Mastro reminded board members that this is a means to recruit new members who do not have a society currently in their state.

- Website

Pepper provided an overview of the changes to the Academy website which include ease of searching and locating information.

- Chartering of D.C and Michigan Societies

Hyland explained that Michigan and D.C. both used the Wisconsin bylaws as their starting point when drafting their society's bylaws. Mastro asked about the membership classes listed in Michigan's bylaws. Hyland will review and follow up with R. Bucholz (WI) on the concern. J. Smith asked about the formatting and placement of the trademark in the draft copy of the bylaws. Hyland will review and request correction on the formatting of the trademark,

- Gratitude & Appreciation

Mastro thanked Hyland for his many years for service to the Board and the Academy

The Board Meeting adjourned at 1:52 (EST).

For Distribution:

Original Signature on File

Respectfully submitted by:

Debra A. Bourbeau, CPM, Secretary, AACPM

For Distribution:

Original Signature on File

Respectfully submitted by:

Stephen J. Mastro, CPM, President, AACPM

