



BOARD OF DIRECTORS TELECONFERENCE

May 13, 2008

Attendees: President Gregory D. (Greg) Hyland; Secretary Debra A. (Deb) Bourbeau; Member-at-Large Becky J. Bryant; Treasurer Laurence E. (Larry) Gordon; President Elect Stephen J. (Steve) Mastro

Absent: Past President Ronald L. (Ron) Buchholz; Member-at-Large Deborah J. (Debbie) Smith

The teleconference was convened by President Greg Hyland at 1:00 P.M. Eastern Daylight Savings Time.

OLD BUSINESS:

Today's teleconference is to review with the Ohio Conference Planners the upcoming Professional Development Conference this September.

- Conference Attendees

Discussion regarding reduced funding for out of state travel, society funding and the economy are signs that this conference may not have the turn out as previous conferences. Mastro discussed with Mee the reduction of sleep nights as stated in the hotel contract. Mee explained that she has been in contact with the hotel and that they are willing to reduce the number of nights as requested at no cost. Hyland requested that this information be provided to Mee in writing.

Projected numbers: 125 AACPM members which include the Academy Board Members and Consortium Members who will stay to attend the conference. Mastro asked Mee how many Ohio CPM's and graduates may attend the conference as well as require hotel rooms. Mee felt 75 was a conservative number from the discussions she has been having with the classes, graduates and program. Mee has also been discussing the conference with other training groups and other non-AACPM entities in the Ohio area that are requesting additional information when available.

- Budget & Registration Fees

Mastro requested Mee prepared a revised budget with number of estimated attendees. Also, show sponsorships and vendors for revenue and in-kind donations. Hyland

informed the teleconference participants that he sent out an email to Society Presidents requesting estimated number of society members who would be attending conference. Many States are having difficulty with out of state funding. The majority of the Societies believe that they will have three participants. Mastro feels we may hit 80 to 85 people that would be Consortium, HOD and AACPM Board Members. Hyland mentioned receiving the budget so that registration fees can be determined to start the registration process. Mee stated that the registration fees would be the same amount as last years. Mee forwarded the budget to the board members while we were on the conference call.

Mastro requested that the revised budget include the \$16,000 for keynote speakers. When sponsorships are received the budget will be adjusted to reflect the donations.

- On-Line Conference Registration System

The Ohio Society currently has an account with pay-pal and will connect this account with their on-line registration system. Hyland requested the paper copy of the registration form be sent to Bryant in a PDF to have on the website by end of next week. Hyland requested the target date for the on-line registration system be go-live by June 15th for registrants to take advantage of the early registration fee. Barnett will be working on the online system and does not feel that this will be a concern regarding meeting the time frame discussed. Hyland requested that Mee send updates to the board as the Ohio Conference Team moves forward with the conference planning stages.

- Speakers & Sponsorships

Mee explained that the closing speaker who they contacted is the same person who closed the Wisconsin Conference. Ohio chose not to move forward with this presenter, as the program she submitted was the same program she provided while in Wisconsin. This spot is the last spot to be filled for the presenters. Break out session presenters will be having their presentations repeat to allow for conference attendees choices of sessions.

Key Note: Ben Glenn, the Chalk Guy (Indiana) will be speaking on leadership and overcoming obstacles in life. He is very entertaining and also creating a piece of art work to be donated and raffled through the silent auction.

Tom Terez is the second keynote presenter for the conference. He will be presenting on lessons of IQ and EQ on change agents. He has written a book on 22 keys of creating a meaningful work place. He is internationally known.

Curtis Zimmerman (Ohio) for closing the conference. He will be speaking on living performance level. He teaches the audience how to juggle and extra fees will allow juggling balls to be purchases. Mee is working on a sponsorship for the balls to be purchased at \$2.00 set. Approximately \$500.00 would cover the cost of the juggling balls. He will be discussing how life is your audience and you're on stage at all times and writing your own script. He is a very motivational speaker.

Mee is looking at vendors to be sponsors for the keynote speakers and breakouts. The Ohio conference committee has a group working on sponsorships. The economy is also taking its toll in Ohio and many of the vendors are unable to sponsor events or speakers as originally planned.

- Social Events

The Rock n' Roll Hall of Fame Tour would have been after the conference as it is 2 ½ hours away from the conference site. Mastro suggested offering it as a pre-conference event. The board does not have an issue if this social event needs to be cancelled due to time constraints.

Charles Phelps from the Consortium contacted Mee regarding a social event for Saturday evening.

The Gallery Hop is scheduled for Saturday evening, which is near the conference site. There are Art Galleries, Coffee Shops and wine bars as well as restaurants. This is a free event and will be organized by meeting in the lobby and "hopping" at the individual's own time.

One of the Monday night's social event options is the Franklin Park Conservatory, which has a rain forest and butterfly conservatory. Mee is working with them to see if they will open on Monday night for the event as they are closed on Monday evenings.

Another event option is the Ohio Village that is a village set in the 1800's with black smith shops and staff, wear period clothing. This would also include a gossip tour and take you into the villages buildings to provide a history tour. The event would end at the American House Hotel and the group would enjoy dinner and a cash bar would be available. Mee is working on the pricing for these events. There is a shopping complex available with restaurants, stores at Eastern. Mee would coordinate with the stores for coupons. Hyland suggested if this option is suggested that an Academy Board Member be assigned to each group as the guide and for dinner.

Mee has other social event choices and will make her decision in the next few days. The Social Events will need to be decided shortly to complete the registration process.

- Ohio Graduation

Mee informed the board that there is a little flexibility on the time. She would like the Graduation to be at 1:30 or 2:00 PM on Wednesday afternoon after the HOD. The seven board members would plan on attending the Ohio Society Graduation. Hyland thought this would be the first time in Academy history that all board members attended a Society Graduation.

- Other Topics

Mastro asked if we should schedule another time to have a board conference call with the Ohio Planning Committee. Mee feels comfortable with the progress of the planning. Mastro suggested we re-group at the end of June to review registrations to date.

Mee informed the board that the Save the Date Postcard will be sent out to Bryant who will then forward onto the Society Presidents.

Mastro requested that the board be available if needed the second week of July for teleconference call with Gina if needed.

The teleconference adjourned at 2:00 P.M. Eastern Daylight Savings Time.

For Distribution:

Original Signature on File

Respectfully submitted by:

Debra A. Bourbeau, CPM, Secretary, AACPM

For Distribution:

Original Signature on File

Respectfully submitted by:

Gregory D. Hyland, CPM, President, AACPM