



BOARD OF DIRECTORS MEETING

April 5, 2011

Attendees: President Jeffrey (Jeff) Kramer; Secretary Debra A. (Deb) Bourbeau; Member-at-Large Michael Shoemaker; Treasurer Reva Tisdale; Member-at-Large Linda Jefferson

Absent: Past President Joyce Doakes Smith; President Elect: Keith Heaton;

The teleconference was convened by President Jeff Kramer at 1:03 P.M. Eastern Standard Time.

- Board Minutes

A motion was made by Tisdale to accept the minutes from the March 1, 2011 Board Meeting. Jefferson seconded the motion. The motion carried unanimously.

- Treasurer's Report

Tisdale reported that there is a balance of \$53,723.00 in the checking account. Oklahoma has returned the \$25,000.00 conference advance. We have 1,061 members. Rosters are due from National Capital Region, Idaho, Kansas, Alabama, Washington and Wisconsin. The Washington Society also owes the annual assessment fee. Kramer will send a letter to the Society to find out their intentions.

Tisdale provided the Annual Financial statements to the Board. She will follow up with the CPA firm and the Board will vote on them at the next meeting.

Kramer spoke about the Michigan Society, as we're ready to issue the charter. He has been in contact with the ten members via email and will follow up with a phone call to Monica Reyes the Program Director.

A motion was made by Bourbeau to accept the Treasurer's Report. Shoemaker seconded the motion. The motion carried.

UNFINISHED BUSINESS:

- The 2010 Archives & History Committee year-end report has not been adopted. J. Smith is to follow up with Debbie Smith. A vote will be called for via email or at our next meeting.
- Trademark & Registration Renewal – Tom Patterson is currently working on filing the Declaration of Continued Use stating we're still using the trademark. Kramer will follow up with him for confirmation that the filing has occurred.

- Membership Committee – Jefferson updated the Board on the pilot survey project. The information will be ready to be sent to the full membership on April 15, 2011. Jefferson also completed a draft press release for the AACPM Feeds America Campaign as discussed at our January Mid-Year Board Meeting. The food drive will be held during the month of September. Information will be sent to the Societies for planning purposes. Kramer will forward information to the board for their review before sending to Society Presidents to share with members.
- Communications Committee – Shoemaker updated the Board on the task of finalizing a newsletter vendor. Very little response was received on the Request For Proposal (RFP) that was sent to all State Society Presidents. The Society Presidents were asked to share the RFP with their membership. The RFP was open for a two-week window. Kramer will follow up with Smith regarding the three vendors who did submit proposals. Kramer also shared with the Board that Barbara Pepper has all the information to be transferred to the new vendor once one is chosen.
- Past President's Pins – Kramer spoke with Dennis Magee regarding the transfer of the Past President's Pins. Kramer is awaiting Magee's response on the offer from the Board.

NEW BUSINESS:

- Utah Conference - Kramer updated the Board on the Utah Proposed budget and schedule. Tisdale explained that the largest concern is the number of hours for CEU's. The conference schedule indicates eight and one half hours of CEU's. Tisdale and Debbie Smith discussed the issue and both feel that it may be difficult for members to justify to their employer's why they should attend the conference. In the past conference CEU hours have been around twelve hours.

Tisdale made a motion to accept the budget with a request that the conference committee reconsider the number of CEU hours. Bourbeau seconded. Shoemaker mentioned the concern from members regarding the way we do conferences as outlined in the SOP and that it may be outdated. Motion carried unanimously

Kramer is going to discuss the closing ceremony with the Chair of the Conference Committee. .

Linda Jefferson left the conference call at 1:46 P.M (EST)

- Consortium Related Items – Kramer completed the draft of the letter voicing the Academy Board's concern of the Consortium and ASPA relationship as it revolves around the CPM designation. Kramer is attending the Mid-Year Consortium meeting on April 8 – 10, 2011 along with Jefferson.

- Evolution Committee Update – Kramer is a member of the committee, which had met via a conference call. The consensus of the committee is that the organization needs to be a top-down organization and have permanent identity with a paid Administrator. Our dues structure, as we know it today will not support this vision. The committee felt that we need to reinvent ourselves.

Kramer asked if we should hold off on sending out the Membership Committee Survey scheduled to go out on April 15, 2011. The Evolution Committee will draft a survey asking membership what they foresee the Academy needs to do to survive and move forward. The Board agreed that the Evolution Committee survey takes priority over the Membership Committee Survey. Kramer will work with the Evolution Committee for the development of questions.

The next teleconference is scheduled for May 3, 2011 at 1:00 PM (EST)

The Board Meeting adjourned at 2:12 PM (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:

Jeffrey A. Kramer, CPM, President AACPM