

CERTIFIED PUBLIC MANAGER® EDUCATION FOUNDATION

AGENDA

Board of Directors Meeting

October 17th, 2013 at:

5:15pm PT; 6:15pm MT; 7:15 pm CT; 8:15pm ET

(605) 475-4000; 807390#

- I. Welcome and Call to Order & Review Agenda
Called to order by Steve Mastro at 6:18 pm MDT
Present: Mitchell Stern; Steve Mastro; Happi Hansen; Kathy Skiera;
Absent: Joanne Robertson- Jeff Kramer indicated prior to the meeting that he would not be able to join.
- II. Minutes from October 17th.
Accepted as amended.
- III. Treasurer's Report (Joanne) - No treasurer's report, but no changes since last meeting. Will need to move assets from account to include the Treasurer for next year.
- IV. Old Business Reports
 - a. Website (Jeff) - on hold; draft site is available.
 - b. Bylaws (Steve)
 - a. Vote to approve revisions of October 28th Draft. Steve asked for a call to accept By-Laws as presented. Kathy - accepts; Happi accepts; Mitchell accepts; Steve accepts - Steve will get with Joanne to get her to vote so we have a vote from all members of the Board.
 - c. Discussion on allocation of current fiscal resources to newly established funds: We have roughly \$1,400
 - a. Administrative/undesignated \$700
 - b. Wilkinson Scholarship: \$400
 - c. CPM Continuing Education \$300
 - d. CPM Programs & Students \$0Proposal is to allow adequate funding for anticipated expenses on the web site. Mitchell motioned to accept this budget for the present time. All agreed. Steve will do an end

of year appeal to programs for donations before end of tax year.

- d. Election/appointment of 2014 members to fill three openings:
Possible Candidates; Debbie Smith (OK); Naomi Hines (TX); Jeff Kramer (AZ): OTHERS as nominated by board members???

Steve & Happi have been voted into terms that last more than a year (Steve 2014; Happi 2015). Reva Tisdale has declined the opportunity to serve at this time. We should be voting for one individual for a 2 year commitment and 2 individuals for a 1 year commitment. Then in 2015, we will vote for 3 to transition to the new schedule.

Steve has considered possible candidates for Treasurer, but they may not be interested because their state societies have or will be disbanded. Kathy and Mitchell have expressed interest in Treasurer, but Mitchell will be serving as ASPA/CPM section chair, which could be construed as conflict of interest. Steve suggested requesting statement of interest from Debbie and Naomi, but would like to expand the "call" for volunteers or nominations. Mitchell suggested Loretta Tillory, from the National Capital area. We will all determine whether there is anyone else interested in serving, and actually vote in December.

V. New Business

- a. Transfer of Bank account and new signature cards
- b. End of year appeal for designated or undesignated funds. - will be funneled through Becky on ASPA section chair.

VI. Next Teleconference Meeting – Thursday December 12th.

2013 CPMEF Goals & Objectives (DRAFT)

I. Web Page

- a. Update Officers and contact e-mails
- b. Post Last 12 Months of Meeting Minutes & All Annual Reports.
- c. Post SOP's & forms.
- d. Post Brochure in electronic form for download & printing.
- e. Improve information for potential donors.

II. Communications

- a. Communications with Society presidents and conference planners.
- b. Communications with potential donors of in-kind or cash donations.
- c. Communications AACPM Section officers.
- d. Communications with ASPA foundation.

III. Funding/resource goals for 2013.

- a. 2013 AACPM Conference in Boise
- b. Assist with at least two Society educational events.
- c. Increase cash donations.
- d. Increase in-kind donations.
- e. Seek grants or gifts to fund conference speakers, meals, or facilities

IV. Bylaws

- a. Updates due to the AACPM affiliation with ASPA CPM Section.
- b. The number of elected board members, their titles, and length of term.
- c. Role of Alternate Members.
- d. Election process.