



BOARD OF DIRECTORS MEETING

May 3, 2011

Attendees: President Jeffrey (Jeff) Kramer; Secretary Debra A. (Deb) Bourbeau; Member-at-Large Michael Shoemaker; Treasurer Reva Tisdale; Past President Joyce Doakes Smith; President Elect: Keith Heaton

Absent: Member-at-Large Linda Jefferson

The teleconference was convened by President Jeff Kramer at 1:02 P.M. Eastern Standard Time.

- Board Minutes

A motion was made by Tisdale to accept the minutes from the April 5, 2011 Board Meeting. Smith seconded the motion. The motion carried unanimously.

- Treasurer's Report

Tisdale reported that there is a balance of \$56,035.00 in the checking account. Approximately \$30,000 of this amount was from CDs, which were cashed last fall. These funds will be re-invested according to the financial policy. We have 1,186 members at this time. This figure does not include membership data from the Kansas Society. Our membership is down from last year by 80 members. We're hoping to receive additional members in the second quarter. Kramer sent out a constant contact notification to 2010 members that have not yet renewed their membership for 2011.

UNFINISHED BUSINESS:

- The Past President Pins have been received from Dennis Magee. Joyce Smith and Julie Felice (UT) have some of the inventory. When the Board travels to Utah this fall we will request that Felice transfer the pins she has to Smith for inventory control. Magee has been reimbursed by the Academy for the expense in purchasing the pins.
- Trademark & Registration Renewal – Tom Patterson (LA) has completed filing the Declaration of Continued Use for the academy trademark. Patterson is working on a procedure for adoption of an SOP.
- Newsletter Contract – A vendor was chosen for the creation and publication of the newsletter. A motion was made by Bourbeau to accept the recommended contractor. Tisdale seconded the motion. The motion carried unanimously. Kramer abstaining from voting. A motion was made by Heaton to approve the

contract with the newsletter vendor based on the revisions presented by Smith as edited by mutual agreement with the contractor. Tisdale seconded the motion. The motion carried unanimously. Kramer abstained from voting. Heaton will continue to work with the contractor on finalizing the contract. Heaton will also sign the contract on behalf of the Academy. Heaton will provide Bourbeau with a copy of the contract to accompany the minutes.

- The 2010 Archives & History Committee year-end report has not been adopted. J. Smith is to follow up with Debbie Smith and report to the Board at our June meeting.
- Oklahoma Conference Committee Report – Smith reviewed the final conference report that was provided by Debbie Smith (OK). The Oklahoma Conference was a break-even conference with 165 registered attendees. Tisdale made a motion to forward a \$50.00 check received from Debbie Smith for interest and in appreciation for financial support of the 2010 conference to the CPM Educational Foundation. Bourbeau seconded the motion. Motion carried unanimously.

NEW BUSINESS:

- Utah Conference - Kramer reviewed correspondence from the Conference Chair. Heaton is meeting with the conference chair this week. They will be meeting with the full conference committee and Heaton will clarify conference procedures.
- Consortium Related Items – The Board discussed the response from the Consortium regarding the Academy Board’s concern as it relates to the Consortium and ASPA relationship.
- Evolution Committee Update – The Evolution Committee has provided draft survey questions. Kramer will send to the Board for review and comment.
- Membership Committee – The membership directories are updated, except for NCR and Wisconsin. Directories have been mailed to Shoemaker for posting except for AL, WI and NCR. All society officers have been confirmed to be in “good standing.” New membership packets are being worked on for mailing. The Membership Committee has completed the comparison of membership classifications in the by-laws against those found in the SOP’s. A recommendation from the committee will be forthcoming. The Recruitment and Retention subcommittee has generated several possible new member benefits, which they are researching.
- Newsletter Articles are due to Shoemaker on or before June 10.

The next teleconference is scheduled for June 7, 2011 at 1:00 PM (EST)

The Board Meeting adjourned at 2:00 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