

Western Region IPMA-HR Board Meeting Minutes

8/17/2016

Type of Meeting: Regular Board Meeting

Attendees: Tamara Dixon (Pres), Janet Newport (Past Pres), Leah DiMarco (2nd VP) Andrea Cutler (Exec. Council Rep.), Jason Jimenez (Treasurer), Christine Hoffmann (Secretary), Brian Haggarty (At-Large Board Member)

Excused: Sonja Stanchina (1st VP), Leslie Forsythe (2017 Conference Chair)

----- Agenda Topics -----

President's Welcome	Tamara Dixon	5
Treasurer's Report (June and July)	Toni/Jason	10
Approval of Transition Meeting Minutes	Christine Hoffman	5
Update on Leadership Conference	Tamara/Sonja/Andrea	15
2017 WR Conference	Leslie Forsythe	10
Executive Council Representative	Andrea Cutler	5
Other Business	All	10
Next Meeting: September 21 st (reschedule due to IPMA-HR International Conference)		

Meeting: 11:05 – 11:35 AM PST

----- Agenda Discussions & Actions -----

Welcome Tamara Dixon

Discussion: Tamara welcomed everyone.

Treasurer's Report Toni Gonzales

Discussion: Jason sent the draft June and July financials in advance. Andrea made a motion to approve; Leah seconded the motion; and the Board approved. Tamara clarified which reimbursements had cleared and which were pending.

Approval of Transition Meeting Minutes

Jason Jimenez

Discussion: Jason emailed everyone the draft transition minutes and incorporated additional notes from Tamara and Andrea. Janet motioned to approve; Leah seconded; and the Board approved.

Update on Leadership Conference

Tamara/Andrea

Discussion: Tamara reported out on the conference and reported that the North Bay, Oregon, San Diego, and Southern Nevada Chapters were not in attendance. There was a presentation by Dick Heil from the Eastern Region on leadership. The event was a great opportunity to meet with other region presidents and with the Western Region chapter leadership. Tamara also followed up with the Chapter leaders about using Zoom as a tool, and gave a September 2nd deadline to let the Region know if they're interested. The Chapter leaders also discussed the upcoming region leadership retreat, and gave feedback that they are interested in sharing best practices. Andrea noted that the chapter leaders at the conference are ready to roll up their sleeves and work with the region, and agreed with Tamara that there was a lot of great information provided in the presentation and that the slides had a lot of value. Tamara noted that the location of the 2017 leadership conference had not been determined, but that it might be in Kansas City.

2017 WR Conference

Tamara Dixon

Discussion: Tamara reported that the Conference Chair, Leslie Forsythe, was out of the country and will be back on August 20th. Conference preparations are in progress and Leslie has identified all sub-committee chairs. Bruce Gardner and Jennifer Fairweather are working on identifying possible speakers and Rich Dukellis is working on sponsors. The conference budget will be provided when Leslie is back in the country. Janet asked if there is anything that the Board can do to pitch in with the conference and Tamara reported that Bruce thinks the conference is on track and thanked Janet for asking and that more information will be provided in next month's meeting.

Executive Council Representative

Andrea Cutler

Discussion: Andrea reported that the 501(c)(3) project is moving forward and that two sources of information have been identified, but that unfortunately some of the information is in conflict. The goal is to have a recommended action plan by the December meeting with implementation in January 2017. Andrea said that past Western Region treasurers will be contacted for any information needed. During the leadership conference, Andrea discussed possible partnership with both the Central and Eastern Region to share research findings and costs. Tamara asked if IPMA-HR still had a December 2016 deadline for regions to register as 501(c)(3) organizations, and Andrea responded that this had been a soft deadline set before National realized the complexity of the project. Region registration is complicated by operations in multiple states. Registration for Chapters are simpler since they only operate in one state and National is located in Virginia, but Regions have conferences and Treasurers in multiple states. Janet added that she understood the December 2016 deadline to have originated at the 2015 leadership conference and referred to the project being in progress rather than have been

completed. Janet shared that due to Federal government processing time, it took 1.5 – 2 years for the Oregon Chapter to complete the process.

Andrea also shared that next month, at the IPMA-HR conference in Kansas City, is the Executive Council meeting. She will prepare and send a report to Tamara for review, then to the rest of the Board, then submit at the conference.

Other

All

Discussion: Tamara reported that Utah received approval to reestablish as a Chapter and that she had reached out to welcome them into the region. Regarding the New Mexico location, Steven Deephas relocated to New Orleans, and so will no longer be the contact for that area. Tamara and Andrea will identify a new contact in New Mexico.

Leah gave an update on the Region Leadership retreat, to be held Saturday, January 28, 2017 at the DoubleTree hotel in Anaheim. Contracts were received on the 16th and are in review. Tamara stated that the Board meeting will be at the same location on the 27th.

Tamara reported that the next meeting is scheduled for September 21st, which is during the International Conference, and asked if the Board would like to reschedule for the 14th at 11am. Tamara, Janet, Leah, Andrea, Jason, and Christine were all available on the alternate date; however, Brian will be unable to attend. Christine will reschedule the meeting time, but reported technical issues with Accessline. Andrea offered a fallback option if Accessline is unavailable and will provide an alternate number.

ADJOURNED AT 11:35 A.M. PST by President Dixon

The next meeting will be held on September 14, 2016.