

**Western Region IPMA-HR
Governing Board Meeting
Meeting Minutes – August 21, 2019**

Members Present: Brian Haggerty, Christine Hoffman, Ron Zito, Andrea Cutler, Brody Lorda, Chris Hazen, Jocelyn Turner,

Others Present: Tamara Dixon, Mary Rowe

Members Absent: Paula Adams

1. Approval of Treasurer's Report and June Minutes

Treasurer's report: Being no discussion Christine made a motion to approve the June Treasurer's report. Andrea seconded, motion carried.

Meeting Minutes: Being no discussion Christin made a motion to approve the May meeting minutes. Andrea seconded, motion carried.

2. Bank Transition Plan- Nancy/Brody

Nancy reported she would be emailing Christine Hoffman and Stacey Lewis with instructions related to becoming signers on the Western Region bank account.

3. 2019 Budget Approval- Brian

The Board review the 2019/2020 budget submitted by Brian.

Brian pointed out he added \$2,500.00 to Code 56 'Other meeting/conference' to help re-establish the Bay Area Chapter. The money would be used for travel as well as a kickoff event for new Chapter officers and members. After some discussion related to this item, it was ultimately decided to move the \$2,500.00 to Code 10 'Chapter development/outreach'

Mary Rowe reported that she has been working with Rich Dukellis to assist in the formation of a new Bay Area Chapter. They will be working with local HR professionals, in the bay area, who have expressed an interest in establishing a Chapter. They will assist with creating charters, and bylaws, as well as seeding a membership kickoff event.

Since Western Region will not be hosting a Leadership Retreat this year, Brian moved funds previously budgeted to Code 43 – Other professional/leadership development, to Code 51 IPMA-HR International Conference (Miami) and IPMA-HR International Leadership Conference (Detroit)

Brody stated we need to consider how we handle Code 590 – Transfer FROM Savings Account, since we will no longer have a savings account, since the Conference Account has been closed. Brody suggest we use Code 470 – WR Net

Conference Proceeds each year to balance our budget each year, and delete Code 590 – Transfer FROM Savings Account.

Christine made a motion to approve the FY19/20 budget with the changes noted above. Andrea seconded, motion carried.

4. 2020 Conference Budget Approval – Tamara

Tamara pointed out the conference budget includes a \$30,000 payment from the Southern California Chapter to Western Region to help with conference expenses. The So. California Chapter will receive 40% of the conference proceeds, with Western Region receiving the remaining 60%.

New to the conference budget this year is the \$50 gift card attendee's will receive so they can purchase breakfast on their own, on Monday and Tuesday of the conference.

Revenues have also been increased based on an increase in sponsorships and exhibitor participation.

Ron Zito made a motion to approve the FY19/20 Conference budget. Brian seconded, motion carried.

5. 2020 Conference Update- Tamara

Tamara informed the group that the conference preparations are coming along nicely. 76 individuals had registered as of August 21, 2019. \$7,700.00 had been received in sponsorship revenue, so far. The entertainment for the Sunday night's President's Reception has been secured. They received 15 speaker proposals and a 3 member committee will be meeting soon to review and select the speakers for the conference. Rooms at the Disneyland Hotel are filling up quickly. She encouraged those on the call who had not yet made their reservations to do so soon. They will be looking into availability at other nearby hotels in case the conference hotel rooms sell out.

6. Review of Transition Meeting- Brian

Brian briefly reviewed the 3 initiatives discussed at the Transition Meeting in June. He asked that the awards committee start planning early, specifically thinking about how we want to change the award program.

7. Leadership Detroit- Christine

Brian reported that one thing they heard from the Western Region Chapter Presidents at the Leadership meeting in Detroit, was they would like to see Chapter events posted on our WR website. Chris stated he could add these to our WR website. Brian will send an email to all WR Presidents letting them know we are considering this and to please send Chris a list of their events.

Christine reported the Leadership meeting in Detroit was a good event and well attended. She stated the social event was very successful, and people seemed

to really enjoy themselves. Attendees outside of the Western Region were invited to attend, which may bring some additional attendees to the Anaheim conference. Some in attendance at the social event stayed after it was over to network.

Brian reported the region presidents met while in Detroit and they will be setting up quarterly calls to touch base and discuss region events and other IPMA-HR related matters. They also discussed having next year's social event, at the Leadership Retreat, being a combined effort of all the regions, and not specifically Western Region.

8. Miami Conference- Christine

Christine has been talking with a few different companies regarding the WR social event in Miami. It appears we may be able to host two separate events. One will likely be a Tour of Little Havana, offered by a female, minority owned company that offers customized food and culture tours. The other may be a Duck tour of South Beach, or possibly a double decker bus tour of South Beach. These tours will be restricted to Western Region attendees.

9. Other Items

Southern California is doing an Executive Leadership pilot program in Long Beach October 25, 26 & 27, 2019. It's a 3 day classroom program with a requirement that participants complete and submit a Capstone project, in order to receive the Executive level designation. If interested contact Stacey Lewis. Mary Rowe reported that following the October pilot program, feedback will be used to finalize the program which they anticipate rolling out next year.

Christine reported that Mary Rowe will be the conference chair for 2021. Mary and Christine are working on a contract with a Hilton Hotel located on the west side of downtown Portland, as the venue. They are also working on some Oregon specific excursions, as well as exciting programming and social event ideas. Mary reported the Oregon Chapter is excited to assist with the conference.