



Zoom Teleconference of the Governing Board

Wednesday, May 18, 2022 – 12:00 p.m. to 1:00 p.m. PST

Invited Attendees: WRIPMA-HR Governing Board & 2023 Conference Chair

Members Present: Paula Adams, Kisha McDonald, Tamara Dixon, Brody Lorda, Andrea Cutler, Chris Hazen, David Kitchen, Christine Hoffman

Members Absent: Jocelyn Kurland

Meeting Minutes

1. Call to Order/Roll Call	Paula/Nancy
<p>2. Reimbursement for any Conference expenses due Paula ask board members to please submit any conferences related expenses they have to Brody as soon as possible so Brody can close out the conference financials.</p> <p>Paula asked if there would be any reimbursement for the transition meeting. Brody stated the rooms would be paid for by the Region and some of the meals will also be included. Brody will bring the checkbook, in case anyone has transition meeting expenses that require reimbursement.</p>	Paula
<p>3. Guidebook - Have all the presenters returned their PowerPoints? Paula has receive numerous calls from conference attendee's asking how they can obtain the presentation materials from the conference. She has been referring them back to Guidebook. A discussion took place regarding whether the presentation materials should be placed on our website or on Guidebook, if attendees still have access to it. It was determined that Guidebook is no longer available to attendees. Chris and David will discuss the options to put the materials on our website, if we received permission from the speaker to do so.</p> <p>Paula has also received several calls about meals, and the fact that we originally published that breakfast would be included, however, the restaurant we were going to use closed, so breakfast was on your own. This appears to be creating an issue for some attendees getting reimbursed from their agency. Paula sent an email, to those who reached out to her, explaining what had happened in hopes</p>	Chris/David

<p>that the email would allow the individual to get reimbursed.</p>	
<p>4. Discuss Board Roles Beginning 7/1/22 Paula shared her thoughts on board member roles for the coming year and the importance of those decisions being made collaboratively as a board, even though as President, she can make them herself.</p> <p>A discussion took place related to Mel Gregg’s announcement that she would be stepping down as 1st VP. Paula confirmed with Kisha that she was willing to step into the President’s role effective July 1, 2022. Paula will reach out to Demetrius Parker (recently elected 2nd VP) to confirm he is willing to now assume the 1st VP role.</p> <p>Regarding other board member positions, Paula asked if any board members were interested in the 2nd VP position. The board discussed that per our bylaws, Paula can appoint someone to fill the position as an interim 2nd VP until the required election can be held. Brody expressed an interest in serving in the position. Discussion then occurred on Brody’s current position of Treasurer. The board talked about several individuals who might be interested in serving in the Treasurer’s position, if Brody was appointed to the interim 2nd position. Further discussion will take place regarding the appointment of a Treasurer.</p> <p>Paula stated she would like to appoint Brody as the interim 2nd VP. The appointment required approval from a majority of the remaining board members. Paula called for a vote. Brody was unanimously appointed to the interim 2nd VP position.</p>	<p>All</p>
<p>5. 2022-23 Transition Meeting Update Brody is working directly with Little America for the transition meeting and will be making the room reservations for the board. Little America has submitted a proposal for the 2023 conference. A tour of their facility will be available at the close of the transition meeting, for those who would like to participate.</p> <p>Regarding the agenda for the meeting, Paula will have a short meeting to close out the year and then she will turn it over to Kisha.</p> <p>A discussion took place regarding the selection of a conference hotel and the need to get the contract signed soon. David reported some pros and cons between the two hotels (Marriott SLC City Creek and Little America) that are being considered. David will work with Kisha on the hotel selection and move forward with finalizing the contract for Paula’s signature.</p>	<p>David/Paula</p>
<p>6. Technology & Marketing Update</p>	<p>Chris/David</p>

<p>Chris organized the files on Wild Apricot. He has also downloaded the conference pictures to the website.</p> <p>Chris also shared that he has been in contact with a couple vendors so we have some options, beside Guidebook, for next year's conference.</p>	
<p>7. June 17, 2022 – Last webinar for the year: Giving Feedback</p> <p>The speaker is lined up. The flyer is finished and David will send it out early next week.</p>	David/Jocelyn
<p>8. Executive Council Update</p> <p>Tamara shared that a couple months ago the Region representative plus one other person from the region board participated in a meeting related to how regions and chapters connected or not, to National. Part two of that discussion is coming up on June 14th. Mel had attended with Tamara. Tamara suggested Kisha or Brody attend in Mel's place. Kisha will attend. Part two of the discussion will focus on some of the suggestions Executive Director, Cara Woodson Welch, has related to this topic.</p> <p>The Executive Council is planning to meet during the National conference in Washington DC, which is schedules for Sept 28 – 30, 2022.</p> <p>Traditionally the WR President, 1st Vice President and Exec. Council Rep attend the Conference with their expenses covered by the region.</p>	Tamara/Christine
<p>9. Miscellaneous</p> <p>Paula asked if anyone has any outstanding items that need to be handled this year, to please let her know so she can put them on the transition meeting agenda.</p> <p>The meeting closed with everyone commenting and thanking Tamara for the amazing conference.</p>	All
<p>Adjourn Being no further business the meeting was adjourned at 12:54</p>	