

**TPMA Board Meeting  
January 20, 2005  
Lebanon, Tennessee**

**Present:** Richard Stokes, Peter Voss, Rita Brown, Pearl Gibson, Casta Brown, William Brown, Jim Henderson, Kay Palmer and George Dalton

Jim Henderson welcomed the board members and gave a brief overview of the meeting activities in Lebanon, Tennessee.

A motion was made by Jim Henderson and seconded by Peter Voss to approve the amended minutes (April 5, was added to the Spring Conference date). The motion carried.

Financial Report

Rita Brown presented and explained the rationale for the budget and revisions, utilizing the format shared by Richard Stokes from IPMA. She separated the board expenses from the membership meeting in order to tract the new expenses of the board.

Balance: Receipts - \$19,940.00 Disbursements - \$28,200.00

A motion was made by William Brown and seconded by George Dalton to approve the budget with amended revisions. The motion carried.

Quarterly Financial Report

Rita Brown presented the Quarterly Financial Report, as following:

Receipts -	\$ 3,735.00	Disbursements -	\$2,784.13	Balance -	\$5,761.09
YTD	\$ 5,084.11		\$8,123.50		\$5,761.09
Total Assets -	\$22,960.35				

A motion was made by William Brown and seconded by Peter Voss to approve the report. The motion carried.

Membership Report

George Dalton reported there were 99 members (98 active members and 1 honorary member). Honorary membership is a courtesy extended to a past president after retirement.

**OLD BUSINESS**

Conference Committee:

The spring conference committee reported that most plans are completed for the event. All speakers have been confirmed and all activities have been completed except the color guard ceremony. Suggestions were made by the board, and George will follow up and decide on the replacement. Richard Stokes suggested

that the committee have a daily rate to accommodate those wanting to attend on a daily basis. The committee will consider after determining the cost of each. Casta Brice will send an invoice to all cities to encourage sponsorship. The budget was presented and a motion was made by William Brown and seconded by Jim Henderson to accept the Conference Budget. The motion carried.

#### Southern Region Conference - 2005

William Brown reported on the 2005 IPMA Southern Region Conference plans. He reported that the Cracker Barrel request did not materialize; however, they did give \$100.00 in gift certificates for door prizes. He also reported that “**fisceru**”, a TPA, has agreed to be a full sponsor for the opening reception at the Charlotte Conference. Each member is encouraged to solicit from vendors, also. William informed the Board that a \$300.00 deposit was needed to hold the Convention Center for the Chattanooga meeting.

#### Web Site Update

Richard Stokes reported that Sara Powell, the person who had designed our web-site in the past would continue to do so. For a fee of \$500.00, she will provide set-up and maintenance service. Casta is interested in having the newsletter included on the web site along with other pertinent information about the organization. She also would like to see a more creative site page to enhance readers. Richard will coordinate with Sara to implement. If you have additional information to include, please forward it to Richard Stokes.

#### Board Recognition

Casta presented a revised report for board recognition. She reported that there are 8 active members and 4 inactive members to be recognized. A Plaque will be designed for the recipients.

#### Chapter Goals

Professional Development – William Brown reported that they were looking to increase IPMA certified members. Using the survey information, they will develop an application to show eligibility. Richard suggested a separate seminar to devote to certification and professional development to enable all personnel to attend. This item will be discussed at the next meeting.

TPMA Board Meeting  
Page 3  
January 20, 2005

Networking

There was no formal report. Richard indicated that there is interest in TCMA and TPMA coordinating a seminar in the future. Richard will follow up and report to the body at a later date.

**NEW BUSINESS**

Personnel Achievement Award

Rita Brown moved that the sitting President would implement the award. It was seconded by Jim Henderson. This will allow each member to be considered. The bylaws will be used as the criteria to select the recipient, unless circumstances prevent this from happening. The president will make the decision as needed.

Nominating Committee

The nominating committee will meet to develop a ballot. Kay Palmer will chair the committee and present a slate of officers.

Scholarship Committee

Jim Henderson, Rita Brown and Peter Voss will make up the committee and they will also determine the scholarship recipients for the fall conference.

Audit Committee

An audit will be completed after the Conference and before the July meeting.

Announcements:

The Executive Committee of the IPMA will meet in Arizona and Washington D.C. Richard will attend.

The meeting was adjourned at 10:30 p.m.

Respectively submitted,

*Pearl Gibson*

Pearl Gibson

TPMA Membership Meeting  
January 21, 2005  
Lebanon, Tennessee

Casta Brice welcomed the membership to the Middle Tennessee membership meeting.

The minutes were reviewed and approved. The motion was made by William Brown and seconded by Peter Voss. The motion carried.

Balance: Receipts - \$19,940.00    Disbursements - \$28,200.00  
Rita Brown gave the financial report.

Rita Brown presented the following Quarterly Financial Report::

Receipts -	\$ 3,735.00	Disbursements -	\$ 2,784.13	Balance -	\$5,761.09
YTD	\$ 5,084.11		\$ 8,123.50		\$5,761.09
Total Assets -	\$22,960.35				

There are presently 99 members.

#### Conference Reports

##### Spring Conference

The 2005 Conference will be held at Montgomery Bell State Park on April 6-8, 2005. The cost is: \$150.00 for members and \$175.00 for non-members.

The program has been finalized, but they are still looking for sponsors.

##### The Southern Region

William reported that TPMA will host the opening reception in North Carolina. Early Bird Registration will be \$225.00. Hotel cost is \$109.00 per night. William is asking persons wanting to work on committees to contact him.

##### Web Site Update

Richard Stokes reported that Sara Powell, the person who had designed our web site in the past would continue to do so. For a fee of \$500.00, she will provide set-up and maintenance service. If you have information, please forward it to Richard Stokes.

##### Goals

There are three Committees for the development and implementation of Organizational goals: (1) Professional Development (2) Marketing and (3) Networking. William Brown reported on increasing membership certification. Richard will share more information at the next meeting concerning the coordination of a seminar with TCMA and TPMA.

TPMA Membership Meeting  
Page 2  
January 21, 2005

Personnel Achievement Award

The President would implement the award. It was seconded by Jim Henderson. This will allow each member to be considered. The bylaws will be used as the criteria to select the recipient, unless circumstances prevent this from happening. The president will make the decision as needed. Information will be posted 15 days prior to the Conference.

Nominating Committee

The nominating committee will meet to develop a ballot. Kay Palmer will chair the committee and present a slate of officers.

Scholarship Committee

Jim Henderson, Rita Brown and Peter Voss will make up the committee and they will also determine the scholarship recipients for the fall conference. Information will be e-mailed to the membership.

Audit Committee

An audit will be completed after the Conference and before the July meeting.

Executive Director Report

The Executive Committee of the IPMA will meet in Arizona and Washington D.C. Richard will attend.

- IPMA has changed its Logo and position statement.
- They have also developed a Unified Membership Program.
- There are new chapters in New York and Sri Lanka
- They have developed the annual Benchmarking Survey
- Executive council will be making organizational changes, cutting services and discontinuing CPS series, publications
- Will be certifying Human Resources in China

The meeting was adjourned by the President.

Respectfully submitted,

Pearl Gibson