

**TPMA Board of Directors
Jackson, TN
July 14, 2005
Minutes**

Members present: William Brown, Melissa Berry, Vicki Burton, Gary Hall, Jim D. Henderson, Pearl Gibson, Joe Shaw, Richard Stokes, Marilyn Tidwell and Peter Voss.

Welcome: W. Brown, Chapter president, called the meeting to order at 7:10 pm. He along with WT-Coordinator, V. Burton welcomed the group to Jackson. W. Brown did ask each of 2005-06 board members to introduce themselves.

W. Brown announced that sympathy card/flowers were sent to member Lynn Henning. A get well card with board members signatures was sent to Casta Brice.

Approval of April 2005 Board Minutes: J. Henderson, Board Secretary presented the minutes from the last Board meeting held at the State Conference (4/5/05). The minutes were approved unanimously on a motion by P. Voss, seconded by J. Shaw.

Financial report: Treasurer P. Voss presented the (a) Annual Conference Financial report (b) the Year-End report and (c) Budget proposal for 2005-06. (Copies distributed)

The board discussed and clarified the \$10 fee charged for regional meetings were to defray cost associated with the meeting. Board member would only pay the fee in their region.

J. Henderson presented the Finance Committee minutes and recommendations.

2006 Conference

2006 State and Southern Region joint conference proposed budget was discussed and review. Motion to accept the budget by P.Gibson, seconded by V. Burton motion with suggested changes in certain line items, passed. (Attached item "d")

2005 Conference

Financial written report presented to the board. The president suggested that since Board key conference planners G. Dalton and C.Brice were absent, this report be delayed until the fall meeting.

Business manager revised contract

W. Brown reviewed the revised Business manager's contract and recommend to the board that we pay a \$300.00 monthly retainer for Nelle Greulich's valuable financial services. She is the one constant as we change treasurers annually. We would still reimburse any travel outside the 50 mile radius of her home.

TPMA Certificate of Deposit

The recommendation that we cash out the CD at Peoples bank and move \$7,000 into the 2006 Conference budget and let the balance begin a new CD.

If the Board approves, this will be taken care of shortly after the summer board meeting.

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Miscellaneous items

Other miscellaneous items were discussed pertaining to the financing of the 2006 conference. J. Shaw move to accept the Finance committee report and implement the recommendation, motion was seconded by V. Burton and passed.

Membership report

R. Stokes updated the board with the membership count. 121 Tpm membership increased by 14 from last year. The regional break down is 48 from East and middle while west has 25 members. Considerable discussion about who could be a member. The Board concluded that the By-laws had broad enough language to allow membership would allow a variety of supporters of TPMA if they pay the annual dues.

M. Tidwell, MT coordinator will be working with G.Dalton to compose communication materials for the membership.

W. Brown announced the following good news: Cindy Donaldson has formally replaced the retired Margaret Ridings at Millington; Casta Brice has been promoted to Department head and Vicki Hatfield was named Director of the City of Knoxville Merit System replacing the retired Karen Day.

Old Business

A report of the 13th annual 2005 conference was handed out. Discussion will be deferred to the next meeting.

W. Brown provided an update on the planning of the 2006 joint conference to be held in Chattanooga. A draft program, progress meeting report was shared with board. He encouraged the board to be prepared to attend the fall membership meeting to get a full report of the planning process.

Executive Director's report

R. Stokes briefed the board on several topics. IPMA rebate for Agency International and Certified members report. He estimates the chapter should receive a \$700 rebate. He briefly discussed the Unified membership movement and its future impact if implemented.

Website update: Website is revised and update. Sarah Powell has worked hard to get the new items inserted. She also has worked 3 hours above the contract agreement.

M.Tidwell moved to approve the payment it was seconded by P.Gibson and passed unanimously. In order to deal with future Website issues, the board authorized the executive director to manage the situation with a consult with chapter treasurer by a motion by P.Gibson seconded by V.Burton. It passed.

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Recommend that we continue to pay the IPMA liability insurance (\$75/year) which covers board members in their official capacity. It was decided to offer a IPMA audio seminar series (\$99/site) for the membership. Both items passes after motion filed by P. Voss and seconded by P. Gibson.

New Business:

W. Brown recommended that and endorses that P. Gibson represent the chapter as the official delegate to the IPMA international meeting in October. The chapter will support her expenses. IPMA provides a complimentary registration.

It is necessary to move the fall regional meeting from the 3rd Friday to the second Friday of October. M.Berry moved, seconded by P.Voss to authorize this deviation from the By-laws. Passed by the board.

The board approved the winter quarter meeting location in Nashville at the Embassy suites near the Airport on January 19-20, 2006. The room rate is \$75, M.Tidwell-MT Coordinator, will be the contact.

The board during approval of the Finance committee report authorized the increased TPMA scholarship funds to \$1,000. W. Brown is asking that the process be moved up to have applicants reviewed by the winter board meeting. He also distributed the committee assignments for the year. P.Gibson, President-Elect, will begin preliminary planning for the 2007 state conference slated to return to West Tennessee.

The board adjourned at 9:55 pm local time.

Attached reports

Minutes respectfully submitted,

Jim D. Henderson, Secretary

William Brown, President

Board Approval: October 13, 2005