



IAAP Rochester Chapter Board Minutes

Location: Southern MN Municipal Power Agency **Time Called To Order:** 5:30 p.m.

Date: July 21, 2011 **Time Adjourned:** 8:45 p.m.

Members Present: Naomi Goll CPS, Brenda Longman, Linda O’Sullivan,
Carol Graumann Matz CPS/CAP

Agenda Item	Discussion Conclusion
Minutes	Carol Graumann Matz CPS/CAP made a motion to approve the June 23, 2011 Board meeting minutes. The motion was seconded. All voted “Aye”. Motion approved.
Treasurers Report	The annual audit was completed on July 19, 2011. Brenda Longman will meet with Donna Dillemoth to train and review processes for the Treasurer position. Transitioning the responsibilities will soon be completed. Brenda Longman and Naomi Goll will meet at the bank next week to sign bank cards.
Committee Reports	<ul style="list-style-type: none"> • Certification: Carol Graumann Matz CPS/CAP reported. She has checked for new study materials. Will continue to keep us updated on any information that could be beneficial to chapter members interested in certification. Chapter members have expressed an interest in study groups to assist in attaining certification. • Fundraising: Discussion on fundraising activities. We will sell “Herberger’s Coupon Books”. “Enjoy the City Coupon books” are still being considered. • Membership: Our current membership is 16. Change in membership this past year was due to health and life situations. • There are two open Committee Chair positions: Public Relations and Newsletter.
Meeting Schedule	There was discussion about the location of chapter meetings. Positives were shared regarding meeting at the Courtyard Marriott. Board members expressed the value noted with networking opportunities when members are able to share a meal together. The August Chapter meeting will be changed to August 1 as the first Tuesday in August conflicts with “National Night Out”. The August 1 st meeting will be held at Whistle Binkies by the Lake. Calendars and a membership list will be distributed at the August Chapter meeting.
2011-2012 Meetings Topics	Naomi Goll received from Judy Kunkel and Michele Altman, Education Committee, the proposed education topics and schedule for 2011-2012. There was discussion and suggestions that the committee revisit some of the topics.

Budget	The proposed 2011-2012 chapter budget was established and will be presented at the August Chapter meeting.
Goals for 2011-2012	GOALS: <ul style="list-style-type: none">• Chapter of Excellence.• Encourage members to attain the Member of Excellence.• Focus on recruitment and retention of current members.

Prepared by: Linda O'Sullivan

Approved: _____

Date: _____