



## IAAP Rochester Chapter Minutes

**Location:** Courtyard Marriott      **Time Called To Order:** 5:38 p.m.

**Date:** June 7, 2011      **Time Adjourned:** 7:20 p.m.

**Members Present:** Linda O’Sullivan, Mary Claire Hachmeister, Michele Altman, Kathy Wilson CAP, Carol Graumann Matz CPS/CAP, Judy Kunkel, Naomi Goll CPS, Jill Gardner, Brenda Longman, and Iris Matthys.

| Agenda Item           | Discussion<br>Conclusion  |
|-----------------------|---|
| 1. Member Recognition | <ul style="list-style-type: none"> <li>Outgoing President, Linda O’Sullivan, thanked fellow officers Michele Altman, Kathy Wilson CAP, Donna Dillemath CPS/CAP and Mary Claire Hachmeister for their support throughout the year. The chapter received an award for the greatest percentage of attendees at the division annual meeting.</li> </ul>   |
| 2. Minutes            | <ul style="list-style-type: none"> <li>Mary Claire Hachmeister moved to approve the May 3, 2011 chapter minutes. The motion was seconded. All voted “AYE.” Motion adopted.</li> </ul>   |
| 3. Treasurer’s Report | <ul style="list-style-type: none"> <li>The revised treasurer’s report for April and the May report were filed for audit.</li> </ul>   |
| 4. New Business       | <ul style="list-style-type: none"> <li>Brenda Longman moved to nominate Linda O’Sullivan as secretary for 2011/2012. Linda accepted the nomination. The motion was seconded.</li> <li>Brenda Longman moved to nominate Jennifer Garness as president-elect for 2011/2012. Jennifer accepted the nomination via e-mail. The motion was seconded.</li> <li>The following officers were installed for the 2011/2012 year: Naomi Goll CPS, President; Jennifer Garness, President-Elect; Brenda Longman, Treasurer; Linda O’Sullivan, Secretary; Carol Graumann Matz, CPS/CAP, Board Member. A one year Board position remains open.</li> </ul> |
| 7. Other Business     | <ul style="list-style-type: none"> <li>Michele Altman discussed various program ideas with the group for the upcoming year. The first program will be held in September. It was agreed that RCTC will be used for chapter meetings again. RCTC is not available in August, December of June.</li> <li>Linda O’Sullivan presented a PowerPoint with highlights from the division annual meeting.</li> </ul>  |

Prepared by: \_\_\_\_\_

Approved: \_\_\_\_\_

Date: \_\_\_\_\_