



IAAP Rochester Chapter Meeting Minutes

Location: Courtyard Marriott

Time Called To Order: 7:00 p.m.

Date: October 4, 2011

Time Adjourned: 8:00 p.m.

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

Guests: Joan Gatzmeyer, CPS/CAP IAAP Past President MN-ND-SD Division and Dawn Staycoff, IAAP MN-ND-SD Division President

Agenda Item	Discussion/Conclusion
Minutes	<ul style="list-style-type: none"> Mary Claire Hachmeister made a motion to approve the September 6, 2011 chapter minutes, second was made by Kathy Wilson. All voted “AYE”. Motion approved.
Treasurer’s Report	<ul style="list-style-type: none"> Treasurer’s report was reviewed and filed for audit.
Committee Reports	<ul style="list-style-type: none"> Fundraising: Mary Claire Hachmeister gave an update on the Herberger’s coupon book sales. Presale begins on November 6; sale days are November 11 and 12. Members were encouraged to sign up to sell at Herberger’s before the sale date. That is a requirement for organizations that want to sell on the sale date. Certification: Carol Graumann Matz reminded chapter members that certification changes will take place in November 2011. After November 2011, all active CPS ratings will be changed to CAP, and all active CAP ratings will be changed to OM. If anyone is planning on sitting for the CAP & OM exams on May 5, 2012, the deadline is February 15, 2012. Membership/PR Committee: Discussion on member retention and current member satisfaction. Brief discussion on meeting location. Members were asked to give feedback on the current meeting location. Is it working to meet at the Courtyard Marriott? Members will be surveyed for input on next year’s meeting locations. December meeting location is still to be determined. Meetings February through June 2012 will be at RCTC. Final details for the Rochester Women’s Expo were reviewed. Linda O’Sullivan and Brenda Longman gave updates. Brenda will distribute a sign-up sheet for this event. All members are encouraged to participate. An informational meeting is planned for November 2, 2011. Division President Dawn Staycoff will be the featured speaker for this event. This event will be promoted at the Women’s Expo.
Upcoming Events	<ul style="list-style-type: none"> President Naomi Goll will attend the Fall Division Meeting – October 14-16, 2011 in Alexandria, MN. In case new issues would come up a motion was made and seconded to send the delegate uninstructed. All voted “AYE”. Motion approved.

Prepared by: Linda O’Sullivan

Approved: _____

Date: _____