

## Pikes Peak Chapter IAAP, Chapter Meeting Minutes, April 14, 2009

Hostesses: Eileen Verosko CPS & Lynn Dibben

Location: Everest College

Greeters: Pat Andries CPS & Karen Kitzky

<b>Call to Order</b>	President Mary Dyster CPS/CAP called the meeting to order at 7:15 pm.
<b>Roll Call</b>	Recording Secretary Kerstin Fracassini-Rieff took the roll call and stated a quorum was present. There were 24 members and 5 guests present.
<b>President</b>	President Dyster CPS/CAP installed new member Michelle Otterbein.  President Dyster CPS/CAP informed the chapter that two more members achieved the Member of Excellence. Jennifer Koscheski CPS and Paula O'Keefe CPS/CAP will be receiving their recognition pins at the next Chapter meeting at which they attend.
<b>Minutes</b>	Recording Secretary Fracassini-Rieff stated a copy of the February and March Chapter meeting minutes are at each place setting and called for any corrections. After review and corrections from the membership, the February and March Chapter meeting minutes were approved and filed as amended. Recording Secretary Fracassini-Rieff thanked Rebecca Schmalte CPS/CAP for taking minutes at the March Meeting.
<b>Vice President</b>	Vice President Beth Laliberte announced there would be no educational programs at the May and June 2009 meetings. The election and installation of the 2009-2010 Board of Directors will take place in May and June respectively..
<b>President Elect</b>	President Elect Carol Hardin CPS encouraged members to take the opportunity to run for a board position for the upcoming year.
<b>Treasurer Report</b>	Treasurer Gloria Viebrock presented the March financials. The treasurer's report was filed after additional comments from Treasurer Viebrock.
<b>Recording Secretary</b>	Recording Secretary Fracassini-Rieff had no report.
<b>President</b>	President Dyster CPS/CAP provided an update regarding the Chapter of Excellence Award to the members. The Chapter has met 15 criteria for the Award with 14 criteria being required, however IAAP Headquarters has not yet activated the submission process on the website.  President Dyster CPS/CAP noted that IAAP Headquarters will be conducting audits for the Member/Chapter of Excellence Award at a rate of 1%/2% respectively.  President Dyster CPS/CAP reported on the success of the Spring EYC event held on April 2 <sup>nd</sup> , 2009. Twenty-seven individuals attended the function, of which 10 were members and 17 potential members. At this time 5 individuals have joined who attended the EYC. President Dyster CPS/CAP recognized Aubree Lujan, Brenda Schulz, Rhonda Lavoie and Marilyn Sullivan CPS for their efforts during the EYC.  President Dyster CPS/CAP notified the membership that the proposed bus trip to IAAP Headquarters has been cancelled due to a poor economic.
<b>Chapter Liaison</b>	Chapter Liaison Pat Andries CPS stated that the last survey; including comments, were available as a printout at each place setting. Chapter Liaison Andries CPS notified the members that the information will also become available on the website, and the Board of Directors has agreed to also post comments to reflect accuracy of the information. A non-program survey will be e-mailed to the chapter shortly to provide feedback on current sentiment.
<b>Parliamentarian</b>	Parliamentarian Christine Swanson CPS was not present and had no report.
<b>Membership Committee</b>	Membership Committee Chair Marilyn Sullivan CPS called for volunteers to assist with the membership information table during the APW luncheon.
<b>Certification Committee</b>	Certification Committee Chair Aubree Lujan CPS/CAP announced that the deadline for the chapter sponsored certification breakfast is Wednesday, April 15, 2009.  Certification Committee Chair Lujan CPS/CAP announced that additional spots on the Administrative Briefing on April 21 <sup>st</sup> are still available. RSVP's need to be submitted no later than Friday, April 17, 2009.

<p><b>Community Service Committee</b></p>	<p>Community Service Chair Rhonda Lavoie provided updated information on the “Secret Giver” project.</p> <p>Community Service Chair Lavoie provided information and sign-up-sheet for the chapter’s “Springs in Bloom” project. The sign-up is for the orientation meeting and will provide valuable information of planting and caretaking of the flower bed.</p> <p>Current timeline for the project is  May 23<sup>rd</sup>, 2009 – Cleaning and tilling of assigned flower bed  May 29<sup>th</sup>, 2009 – Plant Pick-up  May 30<sup>th</sup>, 2009 – Planting  Thereafter – Maintaining (weed pulling, watering etc).</p>
<p><b>APW Committee</b></p>	<p>APW Chair Beth Laliberte announced the upcoming APW Meeting for Wednesday April 15<sup>th</sup> at 5:30 PM at Printer’s Parkway Medical Plaza.</p> <p>A Thank You Reception for APW volunteers is scheduled for Friday, April 24<sup>th</sup>, 2009.</p>
<p><b>APW – Registration</b></p>	<p>Aubree Lujan CPS/CAP announced that as of April 12, 2009, 137 registrations for the luncheon were received and 52 for the education seminar.</p>
<p><b>APW – Scholarship Committee</b></p>	<p>President Dyster CPS/CAP reported for the absent Scholarship Committee Chair Susan Hengel. As of April 14<sup>th</sup> 2009, six scholarship applications have been received and will be reviewed by the committee.</p>
<p><b>APW – Proclamation Committee</b></p>	<p>Proclamation Committee Chair Karen Kitzky provided a brief report regarding the status of the proclamation for the APW event/luncheon and read the proclamation received by the City of Colorado Springs to the membership.</p> <p>Proclamation Committee Chair Karen Kitzky announced that there will be no proclamation for our State Representative; however a tribute is planned for April 21, 2009 at the state capitol. Eileen Verosko CPS recommended that the information for the tribute be distributed to surrounding chapters.</p>
<p><b>2009 CWM Division Meeting Committee</b></p>	<p>CWM Division planning/reporting will occur after the conclusion of the 2009 APW Luncheon.</p>
<p><b>Nomination Committee</b></p>	<p>Nomination Committee Chair Rhonda Lavoie encouraged the membership to step forward and consider being nominated to fill one of the Board of Directors positions for the 2009/10 year. The bio’s for Carol Hardin CPS (nomination to president based on succession) and Gloria Viebrock, nomination for treasurer have been published in the April 2009 newsletter. Paula O’Keefe CPS/CAP has accepted a nomination for Treasurer; her bio will be posted in the May Cog Road. Any other nominations received prior to the newsletter deadline will be published. All others will be presented prior to election in May.</p>
<p><b>Hospitality Committee</b></p>	<p>Hospitality Committee Chair Rhonda Lavoie conducted the 50/50 drawing. In addition to the cash prize, one additional donated item was given away.</p> <p>Cash prize of \$13 was won by Gloria Viebrock  Donated Item – Jade necklace was won by Lori Mohr</p>
<p><b>New Business</b></p>	<p>Treasurer Gloria Viebrock presented a motion regarding the delegate and alternate delegate to the CWM division meeting. President Dyster CPS/CAP was named the delegate and President-Elect Carol Hardin CPS was named as the alternate. The motion was passed by the membership.</p>
<p><b>Unfinished Business</b></p>	<p>President Dyster CPS/CAP presented discussed the proposed motion to change the Chapter Bylaws, by renaming the current Scholarship Fund to the Scholarship and Education Fund and its rational as reviewed by the Bylaws and Standing Rules Committee and approved by the Board of Directors stating the proposed amendment would be sent out to the entire Chapter for review. The proposed motion would be presented for a vote at the May 12th Chapter Meeting.</p>

<p><b>Good of the Order</b></p>	<p>Karen Kitzky thanked the membership for their thoughts and prayers during her time of illness.</p> <p>President Dyster CPS/CAP announced the official retirement of Vice President Beth Laliberte from Memorial Health Systems effective March 6<sup>th</sup>, 2009 and presented Vice President Laliberte with a card on behalf of the Chapter.</p> <p>Eileen Verosko CPS announced that the CWM fundraiser is still open and that new specials will be announced soon.</p> <p>Eileen Verosko shared a story of tribute to the assistant to the president of the organization she works for.</p> <p>Beth Laliberte announced that Memorial Hospital is sponsoring a Women Wellness Retreat. Additional information available upon request.</p> <p>President Dyster CPS/CAP announced new member Marian Fitzwater is the first Pikes Peak Chapter member to join using the online membership process.</p> <p>Cathy Andrew announced that an acquaintance is looking for a part-time office employee in the life insurance business. Details will be provided to President Dyster CPS/CAP for distribution.</p>
<p><b>Adjourn</b></p>	<p>The meeting adjourned at 8:10 p.m.</p>

Kerstin Fracassini-Rieff, 2008-09 Recording Secretary