

Johnson County Chapter IAAP

February 7, 2012



The background of the slide features a close-up photograph of two hands, one light-skinned and one dark-skinned, gently holding a vibrant red ribbon. The hands are positioned in the lower right quadrant, with the fingers delicately grasping the fabric. The lighting is soft, highlighting the texture of the skin and the sheen of the ribbon. The overall composition is warm and symbolic, suggesting themes of support, care, and partnership. The text is overlaid on a semi-transparent white box with rounded corners, which is set against a dark, textured background that appears to be a close-up of a fabric or paper.

AGENDA

- | | |
|--------------------|---|
| 5:30 – 6:15 | Networking/ Crafts/
Meal |
| 6:15 – 6:20 | Break |
| 6:20 – 6:30 | Welcome/Introductions |
| 6:30 – 7:30 | “Executive Business
Travel Management” –
Lisa Bedrique, Garmin |
| 7:30 – 8:30 | Business Session |

WELCOME



Meeting Called to Order



**Introduction of
Chapter/Division Board**



Introduction of Guests



Anniversary's

Birthday's

Name	Date	Name	Date
Janet Harp	2003	Sarah Davis	Feb 5
Sarah Davis	2007	Terry Stevenson	Feb 15
Erin Bolton, CAP-OM	2010		
Mary Maxwell, CAP-OM	2010		
Carol Love, CAP-OM	2011		
Katy McCourt, CAP-OM	2011		



**EXECUTIVE BUSINESS &
TRAVEL MANAGEMENT**
LISA BEDRIQUE,
GARMIN INTERNATIONAL



Business Travel & Management

Lisa Bedrique

Corporate Travel Coordinator

Garmin International





International resources

- Passport / Visa Resources
 - Travia - <http://travia.com/>
 - CIBT - <http://us.cibt.com/>
 - It's Easy Passport & Visa Service – www.itseasy.com
 - Travel.state.gov - <http://travel.state.gov/>
 - Global Online Enrollment System (GOES) - <https://goes-app.cbp.dhs.gov/main/goes>



Travel Apps for Smartphones

- Seatguru.com - <http://www.seatguru.com/>
 - Provides airline seating charts by aircraft and gives reviews on specific seats.
- Gateguru.com - <http://gateguruapp.com/>
 - Helps find food, stores and services throughout airports by gate locations
- Beready.com - http://www.beready.net/articles/google-translate-iphone-app?utm_source=google&utm_medium=cpc&utm_campaign=beready
 - Translates words or phrases between 60 languages
- Flightaware.com - <http://flightaware.com/mobile/iphone>
 - Tracks flights, delays, cancellations, gate changes
- Flightsatus.com - <http://www.flightstatus.us/>
 - Tracks flights, delays, cancellations and baggage carsouls
- Sitorsquat.com - <http://www.sitorsquat.com/>
 - Locate a public bathroom close to your location

BUSINESS SESSION



Officer Reports



**Vice President – Kathy
Schmalz**



**Secretary – Kimberly
Rudolph, CAP**



January Minutes Approval



Treasurer – Katy McCourt, CAP-OM



January Bank Balance


Checking Beginning Balance	\$1,666.03
Jan Income	\$1,629.50
Jan Disbursements	\$ 126.19
Jan Ending Balance	\$3,169.34
Savings Beginning Balance	\$2,270.76
Jan Interest	\$.19
Dec Ending Balance	\$2,270.95



Committee Reports




Charitable Opportunities



**Avery Box Tops for Education
- Maat Manyatta, CAP**



**Support Our Soldiers –
Monica Lemmons**



**Education Seminar – Sharon
Taylor, CAP**



**APW Event – Michele Bohnen,
CAP-OM**



**KS Division Spring Workshop –
Katy McCourt, CAP-OM**



**Membership – Brenda Rinehart –
CAP**



**Research & Education – Karen
Herrington, CAP**



**Bylaws & Standing Rules – Linda
Barnes, CAP**

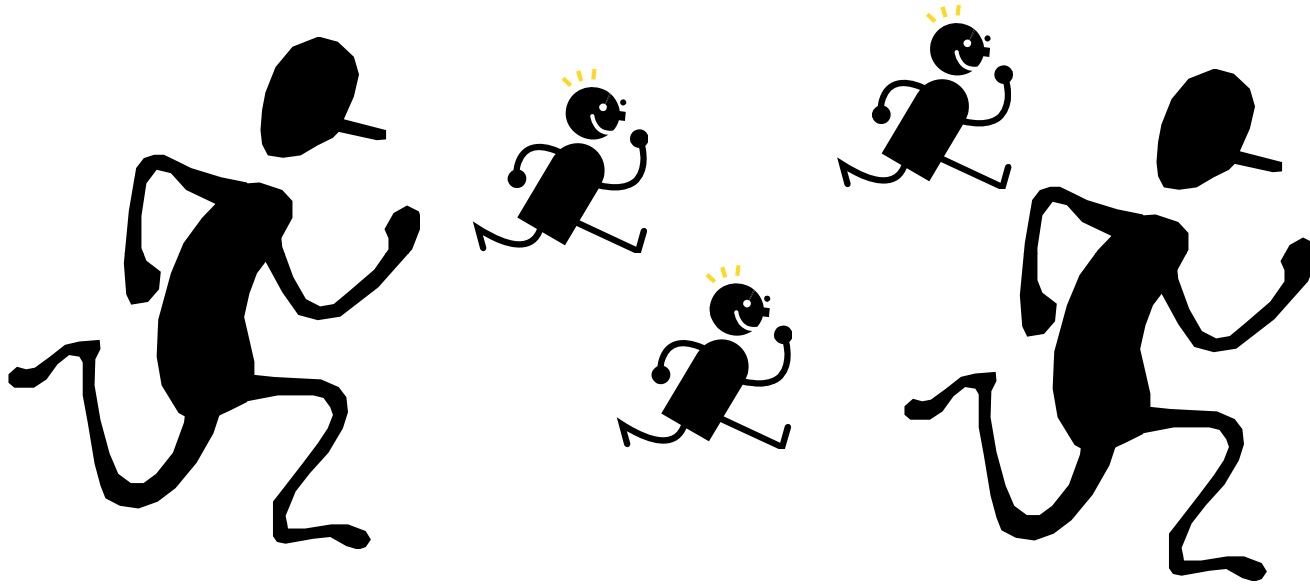


**Mid-Year Audit Committee – Erin
Bolton, CAP-OM & Terry Torello, CAP**



**Certification – Donna DeGarmo,
CAP-OM**

Bylaws



Kansas Division
and Johnson County Chapter

Kansas Division

ARTICLE VII AUDIT

Present Wording
Article VII Audit

Proposed Wording
Article VII Financial
Review

Reason for amendment: When the division's financial records are reviewed by members or other non-credentialed individuals, the term audit should not be used. This change is to have the title of the article to correlate with the verbiage in the article itself.

Kansas Division

ARTICLE VII AUDIT

Present Wording:

The Board of Directors shall arrange for a semi-annual and annual review of the financial records of the division. The semi-annual review shall be done immediately during the closing of the books for the month of December (during the month of January). The annual review shall be completed within 60 days of the end of the fiscal year. A written report covering the review and the audit shall be given to the Board of Directors and the chapter presidents upon completion.

Proposed Wording:

The Board of Directors shall arrange for a semi-annual and annual review of the financial records of the division. The semi-annual review shall be done immediately during the closing of the books for the month of December (during the month of January). The annual review shall be completed within 60 days of the end of the fiscal year. A written report covering the review and the audit shall be given to the Board of Directors and the chapter presidents upon completion. No more than two members from the same chapter can serve on the financial review committee at a given time.

Reason for Amendment:

The committee reviewing the division's financial records should be made up of committee members across the division. Limiting the number of members from the same chapter on the financial review committee broadens representation and helps to ensure an unbiased review takes place.

Meeting to Discuss Review

- Johnson County Administration Building
- 111 South Cherry
- Saturday, DATE TBD, 8:30a-Noon

OLD BUSINESS



Venue Discussion



**Revitalization of the
Johnson County Chapter**



NEW BUSINESS



Nomination Committee



**Mary Miller Application for
Election to KS BOD**



**70th Anniversary Membership
Campaign**



**Reduce chapter dues to \$5 vs
\$25**




**Avery Great Results Chapter
Achievement Award
Application**



Waiver of guest fee




1st time – no charge



2nd time – ½ price



3rd time – full price and need to complete application and join chapter



Change date of July meeting from July 3rd to July 10th



Congratulations to Yelonda Jones for passing her CAP



KS Division's - "In a Nutshell"



Description of each board position posed on website

UPCOMING EVENTS

- ♥ **Making the Leap to Remarkable thru Successful Leadership**
 - ♥ February 14, 2012
 - ♥ Homestead County Club, Prairie Village, KS
- ♥ **Kansas Division Spring Workshop**
 - ♥ March 10, 2012
 - ♥ Johnson County Administrative Bldg, Olathe, KS



Good of the Order



Gift Bag Drawings



Adjournment

Thank you for attending the February meeting of the Johnson County Chapter IAAP. Our next meeting will be on March 6, 2012