

**Board of Directors Meeting
Tuesday, February 19, 2013
Embassy Suites Portland Downtown**

Vision

Build a rich global meeting industry community

Mission

Make MPI-OC members successful by building connections to:

- Knowledge/Ideas
- Relationships
- Marketplaces

9:05 am – Call to Order – Anne Hallinan, CMP, President

Roll Call – Midge Dobbs, CMP; Tara Thomas, CMP, DMCP; Dawn Rasmussen, CMP; Darcie LaMotte-Waage; Cyndi Holloway, CMP; Anne Hallinan, CMP; Cathy Mason, CMP; Tim Neill; Jennifer Cox; Janis Ross, CMP
Stephanie Kennedy

Absent – Amber Cagle, CMP; Kim Herrmann, CMP and Melodie King, CMP

Approval of Minutes:

a. Approval of December 2012 BOD minutes:

Jennifer Cox: I move that the Board accept the December 2012 Board of Directors minutes as presented.

Second: Janis Ross, CMP

Motion Passes Unanimously

Financial Statement Review:

- Revenue Pros
 - Marketplace
 - Student sponsors
 - Planner Think Tank
 - Professional Development Workshop
- Revenue Cons
 - Raffle ticket sales
 - Web ads
 - Meeting fees
 - Networking social – cancelled the one in Bend
- Expenses look good – nothing stands out
- Merchant fees – still need to credit out CEC fees

Review of Dashboard:

- Number of members went up to 247
- Volunteers – 64 (goal – 80)
- New members participating – 17 (goal – 12)
- Education program satisfaction – January was 4.02; average is 3.80 (goal – 4.15)

Review of Business Plan and Board Reports:

Strategic Alliance:

- \$525 over budget in marketplace – 16 total vendors
- 33 student sponsorships - \$500 over budget
- Still working on making up funds for Speaker Showcase

Fundraising:

- Chinese raffle today – 3 – 4 packages
- Wine wall for gala
- Wine ring toss at March social
- Spring basket for May
- Silent auction getting started
- 50/50 in April

Monthly Education:

- Selected the January speaker for our March madness speaker
- Satellite meetings – starting to make calls
 - Chambers
 - Other organizations in the area
 - Switched to the Hilton Eugene
- Grant for 2013-2014 – based on MPI research for hybrid meetings

Special Educational Projects:

- Cascadia
 - 300 registered to date
 - \$10,000 behind in sponsorships
 - All suppliers
 - CVBs
 - Independent planners
 - Wine wall – Cathy to follow up with the chairs on this
 - Pre conference activities going well
- CMP Study Group
 - 13 people – large number of non-members
 - Of the 10 in the last study group – 7 took the test and all passed
 - Oracle article
 - Research and provide a recommendation of what to charge non-members
- Emerging Leaders
 - At Cascadia – Be Tomorrow's Industry Leader
- Planner Think Tank
 - 37 registered/25 attended
 - 18 non members
 - Roundtables well attended
 - Moderators to compile notes to be in an article and sent to attendees
 - More planner involvement – Alex to provide ideas

Communications:

- Add Twitter and Facebook feeds to speaker contracts
- Social media policy – Dawn to review and suggest
- Oracle articles due by March 8
- Postcards have been mailed out
- LLM contract for 2013-2014 has been signed
- Work on the CMP press release
- Mobile website – will continue looking into this

Membership:

- 247 members/31 students
- 3 referrals
- Put membership information with guest name tags
- Sales calls – Cyndi to talk to Susan
- Awards
 - Only one RFP response
 - Awards meeting today

Administration:

- Students – 18 with 33 sponsors
- Emerging Leaders will be at Cascadia and in May
- Grand Central Bowl is hosting our volunteer appreciation on June 18
- Volunteer recruitment in December and January – went okay – we got 3 new volunteers

Other Business

- a. 2013-2014 Board of Directors Slate - **MOTION:** Midge Dobbs, CMP - I move that we approve the 2013-2014 Board of Directors proposed slate as recommended by the Nominations Committee.

Second: Jennifer Cox

Motion Passes Unanimously

- b. MPI membership survey in March – Anne Hallinan, CMP
 - o We are giving out an incentive – 1 year membership renewal
 - o Survey will come out in March
 - o There are two surveys coming out at the same time, one is just for planners and the other is the membership survey

10:33 am Adjourn – Anne Hallinan, CMP, President