

Oregon RIMS Board Meeting Notes
Thursday October 18, 2018
Multnomah Athletic Club
1:00 – 2:00 p.m.

Attendees: Cassandra Forbes, Troy Hall, Dale Lindstrom, Mike Nurren, Grant Feltz, JP Agnesse, Elena Peterson

Attended by Phone: Sueling Gandee

Excused: Keesa Garcia, Eric Machado, Dan Holden, Jeanna Madlener

No.	Topic	Discussion	Action Required	Responsible Party
1.	Facebook Live Stream	First Facebook stream went well. Might not be the best to stream via Troy's laptop – try phones. Are there less expensive camcorders? People attending via stream can still get OR credits. WA?	1.1 For the next streaming, obtain tripod and phone mount 1.2 Boosting options/ metrics 1.3 Include the note of the live stream into monthly event flyers	Troy JP Troy Keesa
2.	Future monthly events	<u>Nov. 2018:</u> Ball Janik LLP – session on claims and contracts <u>Dec. 2018:</u> ADA employment practices/ discrimination.	2.1 Check with the presenters if OK to stream 2.2 See if NW Natural HR manager would be helpful to invite as a speaker as well	Cassandra JP Dale/Keesa JP
3.	RIMS OR Profiles	Important to have complete profiles on RIMS OR website	Update profiles and add job descriptions	Board members
4.	RRP Committee	Jeanna had attended OSU career fair (no other volunteers participated). JP mentioned that WSU has a program in Risk and Insurance. Central WA University had asked for the letter of recommendation It would be helpful to have an ability to email volunteers and ask for participation	4.1 Provide an update on the OSU fair. 4.2 Provide support to CWU as needed 4.3 Set up a Volunteer List	Jeanna Cassandra Keesa

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5.	Logo on LinkedIn	Old logo on the RIMS OR LinkedIn page. Elena had asked Victoria to update the logo, as Victoria is the owner. JP and Elena are administrators and have limited capabilities	Reach out to Victoria for ownership switch to the board member (JP)	Cassandra
6.	Local Chapter Associates	It will be easier to track Associate members via new accounting software Grant is installing.	Send a list of local Associates that paid the dues in CY18 to Elena Draft and email a renewal invoice for CY19 first part of January Make a renewal announcement on the LinkedIn page	Grant Elena Elena
7.	Mentorships	RIMS National had launched a Mentor Match on its Opis page. Elena checked with the national and they encouraged OR chapter to participate. Profiles are individual. There are already a few members in Oregon that signed up. We can	Create a Mentor Match profile if want to participate. Add a note re. the Mentor Match to chapter's newsletter	Board Members Cassandra
8.	Xero	Access to Xero by board members	Invite to Troy and Elena	Grant
9.	ARM Classes	9 people are currently attending. Streaming classes allowed more attendees to participate. Eva was recognized by RIMS national for her contribution to teaching ARM. OR chapter will present Eva with the card and gift card	9.1 Check if any interest in teaching ARM 56 9.2 Card & gift card for Eva 9.3 Receive a list of ARM designees for recognition by OR chapter	Troy Cassandra Troy

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10.	RIMS CRM	RIMS national can send a speaker to Oregon to provide an overview and benefits of the CRM course. See if we would like to incorporate CRM session into E-Day.	Obtain more details on CRM presentation from RIMS national	Troy
11.	E-Day	Sentinel might be a better location for this year's E-Day as MAC's charge is pretty high. PJ had proposed to check into the Zoo location as well. Jennifer Saliba @Rhino Consulting had offered her help with the E-Day as well. Might be cost prohibitive but worth it to further explore if we would like her help with certain components.	<p>11.1 Obtain a quote from Sentinel</p> <p>11.2 Check Zoo event pricing</p> <p>11.3 Suggest any other locations for E-Day</p> <p>11.4 Vote on the location at Board's Nov. 2018 meeting</p>	<p>Cassandra</p> <p>JP Board members Board members</p>
12.	Golf Tournament	Mike Nurren had checked with the Reserve – we can have South Course for August 21, 2019, 12:30pm. Early bird charge is 6% discount (about \$480) – expires end of month. The caveat with the early bird – cancellation would cost us \$450, if any. Normally, we could use a free cancellation option 90 days prior to the event. Chapter has not cancelled golf events before, though.	Check into event insurance with the RIMS national	Cassandra
13.	Chapter Website	JP had posted a job opening for the OSU, event flyers, and newsfeed updates.	Add ARM classes information	JP

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14.	RIMS National Scholarship	Need to encourage members to apply. Completed applications go to Keesa.	Share information re. scholarships with RRP committee	Cassandra
			Post announcement on LinkedIn	Elena
15.	RIMS National Delegates	Voting for the delegates by Nov. 1 st .	Send information for voting for RIMS delegates to the OR chapter board	Cassandra
16.	Best Chapter Award Logo	Dan had asked RIMS national to share the logo, so we can update our templates and website. Looks like we might need to create our own.	Check or create a chapter award logo	Dan Holden
17.	Treasurer Update	Dale has not received credit cards from the US Bank yet. Question re. the chapter mail. Keesa picks up bi-weekly Dale was concerned re. not seeing any correspondence yet from the bank. No new gift cards procured.	Prepare monthly financial reports for the board	Dale
18.	External Affairs Liaison	RIMS national had asked chapters to designate External Affairs Liaison (see attached). Goal: drive advocacy efforts and build a more engaged membership as the Society pushes for legislative priorities. The chapter should assign somebody from the board.	Discuss candidates at the Nov. board meeting	Board members
19.	OR Chapter Branding		Check into hiring professional help and create branding charter	Grant
20.	Social Media	Goal is 2 posting per month.	20.1 Shall we follow our members on Facebook?	Grant
			20.2 Quarterly newsletter	Cassandra
			20.3 Get pictures from Ken Wagner and post	JP Elena

Financial Summary:

**OR CHAPTER OF RIMS
FINANCIAL SUMMARY – 10/22/18**

Funds on Account

PayPal - \$469.37
US Bank Savings Account - \$31,729.36
US Bank Checking Account - \$40,333.90
US Bank WRC Account - \$88,122.23
Petty Cash - \$100.00
Coins to Deposit (for WRC event) - \$40.00
WRC Check to Deposit (Willamette Nurses Group - \$500.00
TOTAL - \$161,294.86

Payments/Expenses Outstanding

US Bank Credit Card - \$239.99
MAC 10/18 Lunch Charge - \$1,240.25 (Charge to credit card but not yet appearing)
WRC Speaker Fees for Heidi Bastien and Ritto Stipend - \$916.69
Golf Mulligan Kid's Chance of Oregon - \$1,630.00
TOTAL - \$4,026.93

NET FUNDS REMAINING - \$157,267.93