



Arizona Central Chapter Meeting Minutes

June 4, 2015
2:00pm to 3:30pm
Board Meeting

Meeting called by: Ken Davis, President **Note taker:** Katie Cormier, Secretary

Attendees:	Ken Davis, President	Patricia Villarreal, Director
	Patricia Reasbeck, Vice-President	Chris Hall, Director
	Risa Simonis, Treasurer	Sandy Little, Director
	Katie Cormier, Secretary	Marcia Philpott, Director

Minutes

Agenda Item: Future Lunch Presenters

Discussion:

Chris emailed the schedule of lunch presenters to the board prior to the meeting. After the board meeting, June's speaker cancelled and it was voted on to move the meeting to August. The following schedule was agreed on after the board meeting:

August: Brad Bartholomew @ AON, Kidnap and Ransom

Sept: need to pick

Oct: Jay Spradling @ SRP, Active Shooter

Nov: Will Persyn @ Willis, Insurance Marketplace Update

Dec: Holiday Party (everyone agreed to keep the holiday party at Half Moon)

Additional Topics: Pat O'Toole and Ken Lewis from SRP Business Continuity to discuss emergency management for the Superbowl, possibly speak around January/February.

Action items

- ✓ The board is working on September's speaker and starting on beginning of 2016
- ✓ Ken will reach out to Half Moon to start planning the Holiday Party
- ✓ Ken will schedule a board meeting for the third week in September

Person responsible

Board
Ken
Ken

Agenda item: Lunch Facility

Discussion:

The contract with the Hyatt for the monthly lunches will expire in December. It was discussed to possibly change venues to find a lower cost option. Ken and Pat looked at other facilities in the past but at the time the Hyatt was the best option. The Sheraton Downtown Phoenix has no validated parking, which may be a better option if the facility is cheaper and we don't have to increase monthly lunch cost. Marriott reached out the Ken. It was suggested to also look at restaurants to host. ASIA moved their lunches by the airport and there is plenty of parking. A committee will be formed to look at different facility options and compare the space/cost/what is offered/what is not offered.

Action items

- ✓ Pat R, Sandy, and Risa will be on the lunch facility committee

Person responsible

Pat R, Sandy, Risa

Agenda item: Review and Approve 2014 Year End Financials

Discussion:

Risa filed the taxes and the accountant cost \$250. Risa advised the Hyatt monthly fee is around \$1,100 to \$1,200 and lately since we have not had as many lunch attendees we've been running lunch at a loss. The ending balance as of December 2014 was \$22,961. Risa is looking into Dropbox for our document storage, which was a finding from the recent audit. It was voted and passed to approve the 2014 year end financials.

The \$20k CD automatically rolls every 6 months. It was voted and passed to keep the \$20k in the CD.

Agenda Item: Results of Golf Tournament and Overview of Good/Bad

Discussion:

The square was a huge win for the tournament and took in extra money at the event. The food was well liked. Alan and Helen do a great job planning the event. There were no issues with the facility and they honored the \$500 credit. Risa suggested to start planning early, possibly around Oct, so we can advertise on the website and pick a date that isn't too hot, and possibly cancel the lunch meeting for that month in advance.

Agenda Item: 2015 Charitable Contributions

Discussion:

It was discussed that the chapter would like to use the charitable contributions for local charities where the money can be more recognized in the community. A vote was passed to donate \$5,000 to Kids Chance, \$3,000 to Spencer Foundation, \$1,500 to NM students to attend RIMS, and \$1,500 to Rio Salado for their upcoming insurance education program to start in spring 2016 (total of \$11,000).

Other: Succession Planning for the 2016 BOD

Discussion:

Although Pat R. has retired, she is still eligible to serve on the board and did pay local and national dues as a retired member. Ken's term as President is up December 2015 and he will move to Past-President. It was discussed to have Pat R move to President, Risa move to Vice President and Treasurer, and Katie stay Secretary and Webmaster. Katie advised that long-term she would like to stay on Webmaster and not be the Secretary as the Webmaster duties may be growing with a new online registration system.

Other: Website Update

Discussion:

Katie worked with the Rocky Mountain RIMS Chapter to discuss how they handle their online registration and payment. Constant Contact is used for the online registration and payment is taken by the ProPay account which is linked. Constant Contact costs \$20/month since we only post one meeting a month. If you prepay for a year you receive a 15% discount. ProPay credit card processing is a little cheaper than square. The registration list can be downloaded at any time. There is a survey/evaluation after each meeting you can send out. Rocky Mountain RIMS lunch costs are \$30 for members and \$40 for non-members; however, if you register too late, the costs go up to \$40 for members and \$50 for non-members. Speakers also register online and use a special promo code that doesn't charge them. Emails can be sent out from our gmail account: azrimschapter@gmail.com, in case anyone is sick or unavailable to check their email. The Board agreed to discuss the website upgrade at the next board meeting and possibly implement changes January 2016.

Action items

✓ Katie will look into other registration options as well and report in September

Person responsible

Katie