

Oregon RIMS Board Meeting Minutes
Thursday January 18, 2018
MAC Club
3:00 – 4:00pm

In Attendance: Keesa Garcia, JP Agnesse, Cassandra Forbes, Katie Wheeler, Jackie Kamstra, SueLing Gandee, Jeanna Madlener, Eric Machado, Elena Peterson
Excused: Dan Holden

Agenda:

- Upcoming meetings 17/18 year status (italicized are 18/19 set dates, grey are past dates):

August 31	Golf Tourney and Kick-Off Social	Mike Nurre
Sept 21	Lunch – Construction OSIP and CSIP	Cassandra/Keesa
Oct 19	Lunch – FM Global – Amy	Katie/Cassandra
Nov 1-2	PSU All Majors Fair	Discuss at Sept mtg
Nov 16	Evening – Emerging Legal Issues – Raymond Mascia	Eric/Troy
Dec 14	Morning – Achieving True Integration	Troy/Grant
Jan 18	Evening Holiday Party – IoT, AI, creative tech	Grant/Elena
Feb 15	Lunch – Insuring Black Swans	Katie/JP
Mar 15	Evening – Disaster Recovery/Preparedness	Dan/SueLing
April 15-18	RIMS National	BOARD
April 19	No scheduled meeting	BOARD
May 17	Tour or Lunch Mtg at MAC/PSU RM in Residence	Jackie/Keesa
June 21	Annual Meeting – No Eday this year	TBD
Aug 22	Annual Golf Tournament – The Reserve Golf Club	Mike Nurre
Sept 17-19	WRC 2018 – Navigating the Future - Portland!!!	BOARD

Reminder: Information to Troy Hall at least 45 days before lunch meetings to get CEUs in place.

Meetings:

- Katie’s meeting next month is set up and the flyer is complete.
- Discussed partnering with another organization since CPCU discontinued their partnership.
- March meeting: Dan and SueLing are developing a topic. SueLing has reached out to a fire department representative and is waiting to hear back; he was a fire first responder and can discuss how risk managers can support him during crisis response. SueLing is soliciting feedback/suggestions for speakers or topics for this meeting.

Student Committee – Jeanna

- May Social Event with PSU’s Risk Manager in Residence. Options:
 - Tour PSU
 - Schedule: need to work around the students class schedule/ Jeanna to follow up with PSU coordinator; evening class begins at 6
 - Combine RIMS meeting and PSU social networking with RM in residence
 - Alternative – have the RIMS meeting separately, extend the invite for the RM in residence networking event to members
 - Jeanna to work with Jackie on coordinating meeting
- We are attending the PSU career fair on Feb. 27th from 11-3. The next email will provide a call for action and ask if there will be summer internships or job positions available so we can present them at the career fair. Jeanna put together a RIMS business cards to hand out at the event.

- Jeanna is exploring other career fairs, including OSU. A local attorney in town teaches insurance classes at Lewis and Clark.

Membership Update – Elena (attending via phone)

- Local associates to be billed and tracked starting 1/1/18 - status.
 - Update: The invoices have been sent out (to about 100 individuals) and Grant has started receiving payments.
 - **ACTION:** Elena to send her list of individuals invoiced to Grant to cross-reference who has paid.
- Discussed providing a resource for students, similar to risk manager panel meeting we had previously where industry professionals discussed their career path and advice.
 - RRP committee to host separate meeting to divide/conquer initiatives, including highlight member of the month and ask questions about how they got to where they are.
 - WRC will have a breakout session for students.

Education Update – Troy (not attending)

- Winter ARM 54 online class is live with 17 people! Live internet class has been very well received.
- **ACTION:** Per Eva, the students really like the online course and want ARM 55 to follow immediately. Troy to coordinate and schedule.
- Eva is using ZOOM meeting for her current online course, no camera, just screen sharing.
- **ACTION:** OR RIMS should purchase a ZOOM account for future courses.
- **ACTION:** Offer more courses online. At next meeting, we'll discuss looking into technical capabilities of future ARM courses/teachers. (Troy to look into after next month's discussion)
- Discussed recording the class and selling the recording online. However, CE credits may not be available with this method.

Director-at-Large – Katie

- 2018 sponsorship drive (separate from WRC sponsorship drive)
 - The 2018 sponsor drive started this month. Belfor dropped down to Gold due to WRC involvement. FM global is only sponsoring golf. The title position is still available.
 - We will likely see a slight reduction in sponsorships because of WRC.

Special Events – SueLing

- Annual meeting location discussion – ongoing
 - Location: MAC June 21st
 - The planning committee has been formed.
 - Considering two key note speakers, the annual meeting, and dinner. More information to come next month after SueLing meets with the planning committee.
- WRC 2018 Speaker Committee updates
 - Currently coordinating speakers and searching for key speakers.
 - Jennifer to add speaker bios to the WRC website in February.

Communications – JP

- Update.
 - The online jobs page is updated. There was more traffic on the Job Posting section of the OR RIMS website this month. Keesa will direct traffic to job page of website in future emails.
 - ARM course information updated.
- **ACTION:** JP to add Spencer information on OR RIMS website and to make a link to the national job search website.

Delegate – Dan (not attending)

- Logo refresh
- Sample logos sent earlier in the week for review and discussion.

- Does the group indeed want to move forward with a new logo: YES.
- Funds: up to \$500 for graphic designer.
- **ACTION:** Grant to send Dan a link to a cost-effective graphic designer website.

Treasurer – Grant

- Xero transition update
 - Board member invitations?
- WRC Financials
 - About \$26,000 – confirmation pending
- Oregon RIMS Chapter Bank balances

<u>ASSETS</u>		<u>ASSETS</u>	
Checking - 6445	\$ 21,717.79	Checking - 8992	\$ 28,626.55
Savings - 6542	\$ 31,710.36		
PayPal		PayPal	\$ -
Petty Cash	\$ 70.00	Petty Cash	\$ -
A/R	\$ 1,000.00	A/R	\$ -
	Gallagher Bassett		
<u>LIABILITIES</u>		<u>LIABILITIES</u>	
Credit Card Balance	\$ 1,038.74	Credit Card Balance	\$ -
A/P	\$ -	A/P	\$ -
TOTAL	\$ 53,459.41	TOTAL	\$ 28,626.55

- **ACTION:** Grant to bill Gallagher Bassett for current and past sponsorship fees.

Secretary – Keesa

- WRC Sponsor update
 - 16 registered attendees
 - \$66,750 committed sponsorships, only \$8,250 away from our goal of \$75k, although we will keep going until all sponsor positions are filled.
 - Our immediate focus/discussion points are (1) how long to keep the title space open considering that we are holding a speaker slot for this sponsor position, (2) coordinating sponsors with speaking opportunities with the speaker committee, and (3) continuing sponsor outreach to fill the remaining positions.
- Bi-weekly mail pick up scheduled.

Vice President – Cassandra

- RSVPs are starting to become last minute.

Past President – Jackie

- Chapter award submission update
 - ECHO award was submitted – focused on WRC and RRP committee.
 - Jackie and Jeanna to connect offline about the May meeting.

President – Eric

- Need volunteer/designee for Facebook and Instagram posting.
 - Discussed that the person arranging the meeting should post the meeting on Facebook.
 - Elena is managing LinkedIn.
 - Consider asking a RRP to assist with social media or another RIMS member.
- By Laws discussion
 - Focusing on WRC is more of a priority than updating the bylaws.
 - **ACTION:** Eric to place bylaws in Google docs for the board to review. The bylaws needs to be updated over the next two months, and finalized by the March meeting.

- Discussed completing only the immediate needs changes to the bylaws now, to allow more time to focus on WRC.
- WRC Outreach Committee (will be starting shortly, Eric to chair)
 - Eric to send something out this week.