

# IPMA-HR SOUTHEAST MA COAST

## CHAPTER MEETING

October 9, 2013 8:00AM  
Hearth & Kettle Hyannis, MA

Members Present: Anne Spillane, President, Barnstable  
Deborah Heemsoth, Dennis  
Denise Coleman, Falmouth  
Angela Whelan, Barnstable  
Jacquelyn Varjian, Dennis  
Bill Cole, Barnstable

1. Review and Approval of September 11, 2013 Minutes  
Motion made by Bill Cole to approve minutes and seconded by Jacqueline Varjian. Motion passed.
2. Membership and Roster  
Anne Spillane reported that the membership roster has been submitted to IPMA-HR with 22 members listed. Anne Clancy is still looking for some dues to be sent to her.
3. President-Elect  
Anne Spillane announced that Angela Whelan has accepted the position of President-Elect.
4. Conference on 11/13/13 – How to Terminate an Employee with Burt Mason  
The conference is to be held at Mass Maritime Academy from 9:00am – Noon, with breakfast served at 8:30am. Lynne Poyant to create the brochure for the conference. Conference will be open to all members, Department Heads, Supervisors. Anne Spillane will send email to Denise Casey at the MMA. Lynn Poyant will create a Press Release regarding the conference. Denise Coleman will handle the set-up the morning of the conference.
5. Partnership with MMA  
Anne Spillane has emailed Denise Casey, current President of the MMA regarding a partnership with the Southeast Coast IMPA-HR chapter. Anne and Denise will be meeting for lunch to discuss the possibility. Discussion will also include a possible joint conference in the Spring 2014.
6. MMA Conference – Booth at the Trade Show  
Discussion had over the possibility of the chapter having a booth at the trade show at the MMA conference in January 2014. Deb Heemsoth will contact MMA for information regarding cost of booth.

7. Website Findings and Discussion

It was agreed by all that the Southeast Coast chapter's webpage needs updating. The webpage needs to be accessed easily for updating information. Anne Spillane and Bill Cole will contact web designers for their ideas and cost.

8. Program and Trainings

Discussion was had as to possible future trainings and trainings offered by IPMA-HR. Currently IPMA-HR offers on-line trainings. Other suggestions included offering a HR Certification program along with MMA and chapter could offer discounts or scholarships to participate in trainings.

9. Guest Speaker at Regular Meetings

Suggestion was made as to having a roundtable luncheon with Town Managers. Bill Cole will reach out to Tom Lynch, Barnstable Town Manager for his thoughts on our idea.

10. Cape Cod Salary Survey

Denise Coleman, Falmouth suggested to the chapter that we conduct a salary survey of the towns on cape for use by all. It was agreed to discuss at a future meeting.

Next meeting to be held on November 13, 2013 following the training at Mass Maritime Academy.