

IPMA – HR SOUTHEAST COAST MA  
BOARD MEETING  
April 25, 2017  
Hearth & Kettle Restaurant, Hyannis, MA

Members Present: Bill Cole, Barnstable Anne Clancy, Dennis  
Tammy Cunningham, Barn Jan Hagberg, Sandwich  
Deb Heemsoth, Dennis Justyna Marczak, County  
Lynne Poyant, Barnstable Victor Santos, President  
Laura Scroggins, Barnstable Jacquelyn Shea, Dennis  
Anne Spillane, Barnstable Tara Way, Barnstable  
Angela Whelan, Barnstable

1. Review of “How to Organize Your Professional Workspace for Success” with Felice Cohen  
The meeting was called to order. Felice Cohen’s event had good attendance and received positive reviews from those in the group who had attended. Thirty four people registered for the program.
2. Nomination of Deb Heemsoth for President-Elect of the IPMA-HR Eastern Region Executive Board  
The group congratulated Deb on her recent nomination; she is running unopposed. Election will take place at the conference.
3. February 7<sup>th</sup> conference call with Jim Wells, Eastern Region president  
A point of interest from the conference call, funds are available specifically for web development. The chapter has spent \$700-\$800 in the past year; usually funds are requested in advance however we should try to capture funding. There isn’t a formal form to submit, the request can be made in person at the conference. Victor will draft an email and Anne will gather the receipts to document web development expenses.
4. Treasurer’s report  
Anne will work towards completing a formal report prior to May’s meeting. After cutting the \$650 check for the conference speaker sponsorship our account balance is \$3,039. Tara needs to correct the mailing address on the invoice to remove P.O. Box 2060 as we are only using the 685 Route 134 address presently.
5. Final training event for the year (what, when and where)  
The previously suggested mental health/first aide training by Sgt. Ellis will have to be next year, her schedule is full. The group should book the training now for the fall either in September or October. Suggested topics: Search committees - what to do, what to ask, a training session for department heads on dos and don’ts, interview questions. Jim Wells may have a suggestion for a possible presenter; Victor will do some research if the group is interested in pursuing this topic.

Recent CCRH Training – Fact based vs. intuition; Tammy can find the contact information for the presenter. The presenter wrote an article for the Cape Cod Times and Lynne will be attending the Primetime Expo, she will see if that brings about any leads. The group will meet in a few weeks to reconvene and finalize planning.

6. 89<sup>th</sup> Eastern Region Training Forum in Sarasota Springs, New York, June 4-6, 2017  
Bill, Tammy, Victor, Laura, Tara and Angela are attending. All plan to drive to the conference; the Town of Barnstable will be paying for the Barnstable employees. The group decided to contribute towards the Chapter President's travel expenses to the conference.
7. Donation of a \$650 speaker sponsorship to the Eastern Region Training Forum program committee  
The check has been cut and mailed; Jim Wells emailed a thank you to the Chapter. Coincidentally, Bill will be presenting at the conference so we will be sponsoring him.
8. Donation of a basket or some kind of raffle gift for the Eastern Region Training Form  
Angela volunteered to coordinate the basket; the theme will be JFK and will include memorabilia from the JFK museum in honor of his upcoming birthday.
9. 2017 IPMA-HR Leadership Conference in Cleveland, Ohio, August 4-6, 2017  
The current President and President-Elect will attend.
10. Nominations for next year's SEC MA IMPA-HR chapter board positions  
Past-President: Victor Santos                      President-Elect: Jacquelyn Shea  
Treasurer – Anne Clancy                      Secretary – Tara Way  
Members at large – Justyna Marczak, Susan Atkins, Angela Whelan  
Victor asked for a vote on the slate, the group unanimously voted “aye”, approved.
11. Website  
Tara will update the new officer's names on the website in addition to our four new members. We are still in need of photos for the board members who haven't provided one yet as well as any photos taken at events.

Victor made a motion to adjourn, Bill seconded the motion, meeting adjourned.

**Next meeting Thursday, May 11, 2017 at Hearth & Kettle, Hyannis 8:00am**