

IPMA – HR SOUTHEAST COAST MA
CHAPTER MEETING
May 10, 2018
Hearth & Kettle Restaurant, Hyannis, MA

Members Present: Susan Atkins, Barnstable Bill Cole, Barnstable
 Justyna Marczak, Barnstable County Lynne Poyant, Barnstable
 Laura Scroggins, Barnstable Jacquelyn Shea, Dennis
 Anne Spillane, Barnstable Shana Tyner, Yarmouth
 Tara Way, Barnstable Angela Whelan, Barnstable

1. Chapter leadership election

Laura called the meeting to order and asked the group take the Chapter leadership election as the first item on the agenda while we had a quorum.

Jacquelyn Shea – President
Anne Spillane – President Elect
Anne Clancy – Treasurer
Tara – Secretary
Susan Atkins and Angela Whelan – Members at large

Bill made the motion to approve; Justyna seconded the motion, so moved.

2. Approve 4/12/18 minutes

Laura asked for a motion to approve the minutes of 4/12/18. Jacquelyn made the motion to approve; Shana seconded the motion, so moved.

3. Treasurer’s Report – Anne Clancy was not present. We have a balance of \$4,494.97; add \$40.00 in membership dues paid by Shana. There are still 2 invoices outstanding. There is an outstanding check for our annual website domain renewal. If anyone has a request for reimbursement please get that to Anne now.

4. 2019 Eastern Region Training Forum, Plymouth, MA

We have a Host Committee; Deb may have appointed a Program Chair. The decision has been made to provide attendees with a free drink ticket instead of the lemonade stand at the reception (same cost).

5. 2018 Eastern Region Training Forum, Baltimore, MD

The Baltimore Training Forum is the third week of June. Laura, Tammy, Deb and Laurie will be attending; Bill is unable to attend. A sub-committee needs to get a presentation ready to for the Baltimore reception. A brief talk with humor interjected, PowerPoint presentation and handouts. The presentation can include information about the hotel (location, room rates), a travel video from the Chamber of Commerce. The Chamber may also have goodie bags they are willing to donate; we’ll need 80-100 bags. Attendees will receive a free drink ticket in their bag. A raffle basket needs to be put together: t-shirts from Cuffys, wine from

Truro Vineyards, donated gift certificate from the Hotel, Cape Baseball League items, sunscreen.

6. Bylaws

Article I – Name and Geographic Area - We changed our chapter name from Southeastern Massachusetts to South East Coast years ago but it wasn't officially changed with the IRS. When our name was originally decided upon it was to keep Boston specifically out of the title. The HR Director of the state wanted to create a chapter based out of Boston that didn't take off. We should keep our geographic location but correct our name with the IRS. Southeastern or SE Coast? Whatever our decision, it must first be presented to IPMA for approval. IPMA would have more issue with a geographical change than a name change. We are the only chapter in MA and there are only three chapters in New England. Maine has discussed forming a chapter but it seems people have interest in membership not governance. They don't necessarily want to get together for meetings, Maine is a huge state, very spread out making getting together difficult. Texas has only one chapter and people on the edges go to other states for convenience. With turnover we've lost members from New Bedford, Plymouth and Attleboro. Justyna spoke with Denise a former member from Falmouth at the MMPA conference about re-joining, she isn't interested.

Article III – Chapter Membership

Section 2 – “The annual dues for Chapter membership shall be established by the Chapter's Board of Directors.” We have discretion on our dues, they have never been increased. We charge \$15 national/\$40 non-national. What are other Chapters charging? Albany charges more for annual dues but trainings are free. Tammy, Anne C. and Anne S. will make a recommendation on fees.

Article IV – Chapter Officers and Board of Directors

Section 3 – “At least 30 days prior to the expiration of the terms of the officers and other members of the Board, the President shall appoint a nominating committee.” We currently nominate based on Roberts Rules of Order. If we keep the nominating committee in the language of the bylaws, members in other geographic locations can participate. The nominating committee could reach out to those individuals that didn't attend a meeting. Leave in the bylaws.

Section 4 – “Voting shall be by voice or by ballot.” This doesn't need to be changed.

Article V – Duties of Officers and the Board of Directors

Section 3 – “The Secretary shall be responsible for keeping the membership records of the Chapter and for notifying members of the Chapter meetings”. It has been the President who calls for and notifies of the meetings, this seems to work. The keeping of membership records has successfully gone to the Treasurer. The Secretary should communicate with the state regarding amendments to the bylaws. If we move to electronic ballots for voting the Secretary should be responsible for their maintenance.

Article VI – Chapter Meetings

Section 1 – “Four regular meetings of the Chapter shall be held annually.” The bylaws don’t speak to trainings/events specifically. We should still try for no less than 4 trainings/events annually.

Section 2 – “A quorum shall consist of at least 10 members of the Chapter.” Is this a good number?

Section 3 – “Except as herein provided, “Robert’s Rules of Order” shall govern the proceedings of the Chapter”. Do we want to continue with Robert’s Rules of Order? Simple majority or 50/50? Do we want to expand voting by Survey Monkey or electronic votes?

7. Other business

Justyna inquired if Tammy attending the HR training recently presented by Marina Brock. Justyna was unable to attend and was looking for feedback.

Laura made a motion to adjourn; Justyna seconded the motion, meeting adjourned.

Next meeting June 14, 2018 at Hearth & Kettle, Hyannis 8:00a.m.