



Chapter Executive Committee

December 12, 2019

12:15 WebEx

Attendance: Christina Freeman, Rachel Hogrefe, Felicia Hubble, Robin Burkhart, Bob Synder and Tracy Farris. Not in Attendance: Mark Runyan, Danielle Weed, and Amanda Sifford.

President

President called to order. Motion made and second to approve November meeting minutes with two corrections. The motion was seconded and approved.

Christina had a conversation with Julia at National Office regarding our concerns. Julia wants to know if Anne calling a state official would help. Christina will follow-up with National on other suggestions. Christina will follow-up with Mark regarding Winter PDT. Attorney General's Office will provide two speakers.

Greg Drake from Springfield Chapter contacted Christina. They are working on Spring 2020 topics and if we had any speaker/topics suggestions. He also inquired about our plans for the NCC representative. Some suggestions were discussed and shared with Greg.

The board discussed who would be interested in serving as the Chapter NCC representative for the next program year.

Secretary

Tracy is working on updating the bylaws to the new template and adding notes on why things are included or not.

Tracy will work with Amanda to respond to a member CPE verification request.

Treasurer

Treasurer report was discussed. Robin and Danielle will go to Providence to change the names on the CD. The board discussed upcoming bills and cash flow. We currently have more outstanding bills than cash on hand. Robin is working to collect on past accounts receivables. A motion was made to approve the Treasurer report, seconded and approved.

Given the cash flow issues, the board discussed options to save money and reduce the balance of one of the CD's. A motion was made to move \$2,000 from the CD with Hawthorn before we renew. The motion was seconded and approved.

A motion was made to move to the National hosted website and cancel our independent website. The motion seconded and approved.

The board discussed how to better manage the pre-payment and past due accounts receivables, including the possibility of not allowing member to attend events until past due balances are

resolved. The board discussed monthly administrative expenses and if there are alternative options that are more affordable.

Communications

Rachel will send a combined first and second quarterly newsletter. She will need all material by December 27 to be included.

CGFM

Bob has had no contact from members with inquires about CGFM. Robin will forward a name of someone she is aware is that working on the certification.

Community Service

No report.

Education

Christina will try to coordinate a separate meeting to discuss speakers for the Winter PDT.

Membership

No report.

President-Elect

No report.

Past-President

No report.

Accountability

No report.

NCC representation

Rachel updated the board that the survey responses were submitted on time.

Motion to adjourn was made, seconded, and approved.