

SMPS Board Agenda :: January 3, 2018

In Attendance: Roshanna Tokh, Nate Welsh, Steve Carroll, David Copeland, Tom Peterman, Kari Pandilidis, Marie Barrone, Tom Fennell

Attended via Phone: Megan FitzPatrick, Jessica Hemauer, Stefany Adholekar, Dawn Jones, Lorna Luebbers

Did not Attend: Kelly Thomas

Meeting Called to Order: President

Pass Minutes from last meeting: **First:** President **Second:** Past President

Old Business:

President	Consent Items
	<ul style="list-style-type: none"> N/A
	New Business/Discussion Topics <ul style="list-style-type: none"> Mid-Year Check In // Send agenda items to president ASAP. Glatz coordination with Jan Program // We need Glatz. President to reach out to them to make sure they can make nametags. Event is at Wildfire. Sponsorship banner status? Hard deadline of Jan 15 (according to sponsorship) President to ask sponsors to stand up at event. Sponsorship to send list of sponsors to the president and the board.
President Elect/Chapter Liaison	Consent Items
	<ul style="list-style-type: none"> N/A
	New Business/Discussion Topics <ul style="list-style-type: none"> Call for nominations / call for nominations beginning in March.
Treasurer	Consent Items
	<ul style="list-style-type: none"> N/A
	New Business/Discussion Topics <ul style="list-style-type: none"> Statement from December, will get final version sent out with markups by next week. Current balance is \$121,655, does not include year-end expenses. President to make reservations for build business, needs to confirm with treasurer to see how it fits into overall budget.
Communication	Consent Items
	<ul style="list-style-type: none"> N/A
	New Business/Discussion Topics <ul style="list-style-type: none"> N/A
Past President	Consent Items
	<ul style="list-style-type: none"> Volunteering=> Thoughts/follow up from December Board Meeting Special Events: Make one of the events a volunteer effort? Networking/volunteering at the same time. Past President: Previous issues with attendance at volunteer events. Potential idea: Take a half day, have drinks/appetizers afterwards. Will discuss more at mid-year.
	New Business/Discussion Topics <ul style="list-style-type: none"> Tasks for EAP?
Programs	Consent Items
	<ul style="list-style-type: none"> January 10th Program - The Inside Scoop: What Are Clients <i>Really</i> Looking for in Our Proposal Responses? - 46 registered // would prefer a placemat

	vs. PowerPoint. \$600 for av consultant to use multiple microphones at event. Speaker call next Tuesday to go through Q+A.	
	New Business/Discussion Topics	
	<ul style="list-style-type: none">February 14th Program – Economic Outlook/Trends – Scott Butcher? Programs to follow up w/ Scott again (have not heard from him yet). Programs asked board to come up with ideas/plan b for trending economic topics. PP to follow up with EAP.March program: How to prevent burnout.	
Professional Development	Consent Items	
	<ul style="list-style-type: none">N/A	
	New Business/Discussion Topics	
	PD updates: <ul style="list-style-type: none">BEE w/Deborah Hodges on Feb 6. Lunch time format. OKW venue host and sponsor. PD needs to finalize event form (hopefully this week).MCC w/AptureOne on Feb 20. Lunch time frame. Venue host and sponsor TBD. PD needs to finalize event form.CPSM week January 29 to February 2. Potential CPSM study group survey around this time. Also related blog post. Sometime February or March we will push out CPSM scholarship application.Full day workshop March 8. Likely at Bulley & Andrews. Sponsor TBD. PD needs to finalize event form.PD to Treasurer: WJE contact registered for build business. PD to follow up with WJE contact to receive receipt so we can reimburse for registration fee. For MCA winner, only registration fee was discussed for reimbursement.	
Membership	Consent Items	
	<u>CONSENT ITEMS:</u> Current Total Members: 251 <u>Current Regular Members:</u> 246 Changes in December: <ul style="list-style-type: none">New/Transferred Members: 7Renewals: 7Dropped Members: 2	New/Transferred Members (December): <ul style="list-style-type: none">Cindy Boyd (Shawmut Design and Construction)Brian Cascarano (Scott Byron & Co., Inc.)Rachel Mayhew (Reed Construction)Jordin Ruthstein (Matthei & Colin Associates, LLC)Anna Scekcic (DB STERLIN CONSULTANTS, INC.)Enrique Suarez (HED)Amanda Wilburn (The Boldt Company) Drops (December): <ul style="list-style-type: none">Neal Benish (Wallace Engineering)Tom Wiener (Skender)
	New Business/Discussion Topics	
	<ul style="list-style-type: none">Membership Drive – different this year (HQ) // HQ is changing up how membership is counted – will count for the whole year (Sept-August) as opposed to over a 3 or 4 month period.<ul style="list-style-type: none">Chicago planSMPS HQ planRecruitment – Consolidating recruitment lists. (program attendees, referrals, target firms)<ul style="list-style-type: none">Tentatively Planning a recruitment coffee in Jan/FebNew Member Lunch – January 24th (BOD rep TBD)	
Sponsorship	Consent Items	

	<ul style="list-style-type: none"> N/A
	New Business/Discussion Topics
	<ul style="list-style-type: none"> Platinum: Bulley & Andrews and IMEG Gold: Thornton Tomasetti, RM Chin, Wiss Janney, JA Watts Inc., Eriksson Engineering, W.E. O'Neil (100% confirmation this week), Golden Square, Cushing Silver: Jacobs Engineering, Muller+Muller, CCPCS, GRAEF, Pepper Construction, Infrastructure Engineering, SilverEdge, Bob Elmore & Assoc., Direct Binding & Printing, CCS International, The Concord Group, Terracon, Larson Engineering Lanyard: Talen Hitch (100% confirmation this week) Discussion for mid-year check in: how do we incorporate annual sponsors more throughout the year?
Special Events	Consent Items
	<ul style="list-style-type: none"> N/A
	New Business/Discussion Topics
	<ul style="list-style-type: none"> Holiday Party Recap: Venue was great, bathrooms were far away. Food was light. Higher percentage of no shows this year (remote location and it was very cold this year). Event was under budget this year. Would not recommend using the venue for future events. Lots of red tape. Glatz did a great job, knew what they were doing, had ideas how to run the table, etc. Special events to coordinate with membership for recruitment event sometime in March. Board budgeted for Glatz to assist w/ this event. Would be a good opportunity to mix up the event and try something different.
Secretary	Consent Items
	<ul style="list-style-type: none"> N/A
	New Business/Discussion Topics
	<ul style="list-style-type: none"> N/A

Meeting Adjourned (9:28am)

President moves to adjourn the meeting :: Special Events (Tom F.) seconds