

MINUTES

Region VII Board of Directors Meeting
Monsanto World Headquarters, St Louis
October 20, 2006

Present: Jon Alexander, Carol Schwartzkopf, John Izzolena, Kay O'Neal, Monty Gartin

Absent: Shashi Patel, Matt Gaines, Carl Laymon, Deb Hansen, Brandon Maas

September 2006 Meeting Minutes

Jon Alexander confirmed that the September meeting minutes were reviewed by the Board. Kay O'Neal made a motion to accept the minutes as written and was seconded by John Izzolena. No discussion - motion passed.

Treasury Report

The ending balance on August 31st was \$46,614.92. Expenses totaling \$1,400.83 were incurred during the month; there was no revenue for the month; leaving an ending balance on September 30th of \$45,214.09. The Treasurer submitted to all Board members the following September financial reports: the Financial Account Balances report, the Account Activity report, the Reconciliation report and the Farmers State Bank business checking account statement.

National VPPPA requested that each Chapter submit financial records from fiscal year 2006 (July 1, 2005 to June 30, 2006) to Cocke, Szpanka & Taylor, CPA for the annual financial audit. The following documents were submitted from Region VII to the auditor for this purpose: Form 990, Form 990 Schedule A, fiscal year 2006 Revenue & Expense Report, the last bank statement of the fiscal year along with a bank reconciliation report, and a listing of the Chapter Board of Directors on June 30, 2006 and current.

The Chapter's regional membership dues sharing rebate, a reimbursement from National VPPPA for VPPPA memberships, is still being held by the National VPPPA Controller. Remittance is expected in October.

Carol Schwartzkopf made a motion to accept the Treasurer's report and was seconded by Monty Gartin. No discussion - the motion passed.

Committee Reports

By-Laws

The proposed by-laws are completed and will be presented for a vote to the membership at the 2007 Regional conference in St. Louis in May.

2007 Conference Planning

Jon Alexander reviewed proposed registration cost for the conference. Registration cost will be finalized once the Service Agreement is signed with National. Jon Alexander will survey other Regions to confirm we are in line with pricing.

EARLY REGISTRATION

Conference Only

Member - \$275

Non-Member - \$300

OSHA - Comp

Conference 1 day - \$150

Application Workshop

Member - \$225

Non-Member - \$275

SSQ Workshop

Member - \$150

Non-Member - \$175

Conference & 1 Workshop

Member - \$375

Non-Member - \$400

Tuesday Activity

All - \$20

Speaker

Full Conference - \$225

Speak and Leave - \$00

National Board

No Charge (Comp)

LATE/ONSITE

Conference Only

Member - \$325

Non-Member - \$350

OSHA - Comp

Conference 1 day - \$200

Application Workshop

Member - \$275

Non-Member - \$325

SSQ Workshop

Member - \$175

Non-Member - \$200

Conference & 1 Workshop

Member - \$425

Non-Member - \$450

Tuesday Activity

All - \$20

Monty Gartin emphasized the three important components of a successful conference. They are: Quality of Speakers, Vendors/Exhibitors and, Food.

Carol Schwartzkopf requested that we ask Jane Whillock, office manager for the Safety Council of the Ozarks, to serve as a consultant for our conference. She has vast experience in planning conferences. Jane has indicated she would be willing to help at no cost to us. All agreed for Carol to make the request.

The pricing for exhibitors will be \$350.00 for an 8' X 8' booth.

The committee continues to develop the agenda for the conference.

Monday: The VPP Application Workshop and Maintaining Star Quality Workshop will be held. Both should conclude at 4:00 PM. From 5-7 PM there will be a Vendor Reception in the Exhibit area. One free drink from the bar and food will be served.

Tuesday: Opening will begin with a full breakfast followed by the welcome and business meeting. Then a 30-minute break followed by the General Session and Key Note Speaker. Lunch will follow and then there will be 8 concurrent workshops. Tuesday evening will be the outside activities.

Wednesday: There will be a continental breakfast in the exhibitor's area followed by 12 concurrent workshops. The closing lunch with awards and election results will follow. The conference will close ~1:30 PM.

Voting times will be established to accommodate the election of open positions.

Mentoring

While Carl was not present, he did forward his report that included the following:

Iowa - 2 Sites currently being mentored

Missouri - 5 Sites being mentored

Kansas - 1 Site being mentored

Nebraska - 1 Site being mentored

Two additional sites are being added to the list: Utilities Contractor, Inc. and Grant Corporation.

Workshops

There currently are no workshops scheduled until the regional conference in '07.

Communication

Janet Anderson, Monsanto World Headquarters, has volunteered to assist Brandon in keeping the web site current. Jon will talk with Brandon to seek his approval.

Membership

Jon is preparing a letter to send to new VPP sites and former site members inviting them to join/rejoin the VPPPA. Another letter is also being prepared to target sites that are delinquent in their dues and those VPP sites, which are not members of the VPPPA emphasizing the value and benefits of the organization.

Nomination

The summary below highlights VPPPA Region VII Nominations Committee activity through September 30, 2006:

The Nominations Committee Board Sponsor was appointed at the last Board meeting on September 14, 2006. Committee members will be selected and have their first meeting in October 2006.

The objective of the committee will be to establish the general guidelines and operating procedures that outline the nominations and elections process. Protocol used by National VPPPA and VPPPA Region VI will be used as models.

Awards and Recognition

Monty Gartin was selected to head this committee.

Old Business

A recognition award from the Chapter to new VPP sites in Region VII was discussed. Monty agreed to take this on. He will find an appropriate award for this purpose. Monty also agreed to

develop a Standard Comments Draft for people attending VPP celebrations in Region VII. Jon will send Monty the draft of a letter he developed as an introduction to the VPPPA.

Expansion of the Chapter Board of Directors was suggested. It was the determination of the Board that two additional Directors-at-Large be added. Jon will contact Leland Green of Sherwin Williams in Andover, KS and Tim Rakestraw of Superior Industries in Pittsburg, KS. Both have expressed interest in joining the board.

Jon will develop a draft of the Executive Board responsibilities. He will check with other Regions for a template.

New Business

Jon brought the Board up to date on the resignation of Beckie Hector and the subsequent issues following her resignation.

Next Meeting

The next meeting of the Chapter Board of Directors will be a conference call, November 17, 2006 at 8:30 AM. Jon will send the call information.

Meeting adjourned - 12:15 PM

Immediately following the meeting, a Mentoring workshop was conducted by Rick Brown. Rick works for Solutia in Alvin, Texas. It was the same workshop he presented at the National Conference in Orlando. Our thanks to Rick for his excellent presentation.

Respectfully submitted,

Jon Alexander
Chairperson