



Voluntary Protection Programs Participants' Association



Region VII Iowa – Kansas – Missouri – Nebraska
Board of Directors Meeting Minutes

**Region VII Board of Directors Meeting
Chase Hotel- Meeting Room
October 23 - 24, 2009**

Present: Jon Alexander, Ray Magruder, Randie Mendez, Greg Dew, John Izzolena, Dan Saathoff, Tom Hauber.
Visitors: Carol Schwartzkopf
Absent: Dan Cruse, Ryan Hubele, Matt Gaines, Rod Swager, Kathy French, and Shashi Patel, Randy Bickford.

Meeting brought to order by Chair Jon Alexander at 1:25pm on October 23, 2009.

Welcome and Introductions – Jon Alexander
There were no introductions necessary. Carol Schwartzkopf (Guest was present)

August Meeting Minutes – Randie Mendez
No comments were made. BOD Meeting for September was cancelled.

**A motion was made to accept the minutes by Ray Magruder
Motion 2nd by Greg Dew
Vote: Unanimous motion carried – no discussions**

Treasury Report – John Izzolena
Chapter financial reports are available to any Chapter member upon written request to the Treasurer (Mr. John Izzolena) and during the annual membership meeting at the Regional Conference.

The August and September 2009 Treasury report was reviewed by the Board, including the Financial Account Balances Report, the Account Activity Report, the Reconciliation Report, and the Business Checking Account Statement. Included in these reports were details of revenues, expenses, accrued earning and beginning and ending account balances for the month of August and September. There was a discussion of an investment strategy for the certificate of deposit (CD) for October 2009.

**A motion was made to accept the Treasury Report by Dan Saathoff
Motion 2nd by Tom Hauber
Vote: Unanimous motion carried – No discussions**

2011 Conference Venue- Hotel locations in St. Louis were toured for potential host hotels for the 2011 conference. Comparison sheets were distributed to the board of three hotel locations for an open discussion between board members and Carol Schwartzkopf (visitor).

Committee Reports

2010 Conference Planning - Randie Mendez

Roadmap was discussed and revisions will be made and distributed to conference planning committee.

Awards and Recognition – Dan Cruse

No Report.

By-Laws– John Izzolena

No Report.

Communications - Tom Hauber

Website continues to be updated with links, information and added a facebook link. Data storage for the Region was discussed. Safety deposit box for 4G hard drive storage of documents was approved. All critical documents will need to be scanned and emailed to Tom for download into storage.

Executive- Jon Alexander

No Report.

Workshops (Other than Conference) – Rod S.

October 22nd was the date for Application Workshop at Monsanto in St. Louis, MO. The Sustaining Star Quality (SSQ) workshop was attended by 26 participants. Application workshop was attended by 12 participants.

2011 Conference Planning - Ray Magruder

Board members met at the Chase hotel and discussed options with each hotel. Contract negotiations were discussed and will be submitted to the 2011 host hotel.

Mentoring – Greg Dew

Reviewed the mentor's of the region and a spreadsheet will be sent out to all board members for review and update information. Greg will document each state's current mentor for future informational purposes. The mentoring workshop will be reviewed for education improvements.

Membership – Randy Bickford

An updated membership log was sent reporting the following VPPPA members.

Iowa- 38 VPP sites- 26 Full members, 8 Associate, 1 Corporate, 3 Affiliate, 1 Gov't. Agency.
Iowa (Fed)- 3 VPP sites.

Kansas- 26 VPP sites-17 Full members, 7 Associate, 3 Corporate, 1 Affiliate.

Missouri-58 VPP sites- 38 Full Members, 7 Associate, 1 Corporate, 2 Affiliate, 2 Non-Profit.

Nebraska- 24 VPP sites- 15 Full members, 7 Associate.

The current total of VPPPA membership is 149-VPP sites -96 Full members, 29 Associate, 5 Corporate, 6 Affiliate, 1 Gov't. Agency, 2 Non-Profit- for a membership rate of 64.43%. A current membership list was distributed to board members.

Nominations - Ryan Hubele/John Izzolena

A postponement of a nominating committee transitional meeting was discussed.

Sponsorship – Dan Saathoff

Dan sent out a letter to companies for future potential sponsorships. Current sponsors were discussed and commended for sponsorship of Region VII. Perspective sponsors were discussed for sponsorship.

Board Meeting Action Items

An investment in “moderate” will be made with the certificate of deposit. John Izzolena, Treasurer will be conducting this business.

Negotiations with 2011 host hotel.

A two-part workshop will be assessed for future conference mentoring workshop.

Old Business-

VPP Annual Evaluation Survey- Jon A. –

Survey was reviewed with Matt Gaines and Kathy Oliver and discussions will be postponed.

Strategic Business Plan/Goals & Scorecard- John I. –

The business plan/goals and scorecard were reviewed with the board of directors.

Conference- Jon A. - Reviewed plans of communication and marketing potential with current and future attendees of Regional conference.

Membership- Goals and plans were discussed and will be reviewed and updated with Randy Bickford.

Mentoring- Greg discussed his goals and plans to update current mentor status in each regional state. Greg discussed plans to promote future mentorship within the region.

Sponsorship- Plans and goals for sponsorship were discussed and Dan is currently promoting sponsorship opportunities within the region.

Wellness- A discussion of public outreach workshops, exhibitors and potential exposure of VPPPA for public awareness.

New Business-

Hotel Award Points- A discussion of award points and current status. Hotel award points will no longer be an option for board members at host hotel.

FY10 Budget – John I. - Revenues based upon attendees at 2010 conference in Omaha to include registration, exhibitor fees, sponsorship, fundraising event, Application and SSQ workshops. Estimated non-conference and conference expenses were discussed.

A motion was made to accept the FY10 Budget by John Izzolena

Motion 2nd by Dan Saathoff

Vote: Unanimous motion carried – No discussions

Invite National BOD to 2011 conference- A formal invitation will be made to the National Board for meeting during the conference in St. Louis.

Meeting Schedule:

The next meeting will be November 13th, 8:00am-9:30am (Teleconference)

Meeting Closure:

Motion made to close by Tom Hauber

Motion 2nd by John Izzolena

Vote: Unanimous motion carried – no discussion

The meeting was adjourned on October 24, 2009 at 11:12am by Chair Jon Alexander.

Respectfully submitted,

Randie Mendez