



**COLUMBIA CHAPTER OF NIGP
EXECUTIVE BOARD MEETING MINUTES**

February 20, 2019, 11:30am-1:00pm
Multnomah Building, 4th Floor Juniper, 501 SE Hawthorne Blvd, Portland, Or 97214

Facilitator: Christy Tran, CBBP, President | Note Taker: Nick Ioanna, Secretary

MEETING CALLED: 11:34 AM

ATTENDANCE

Board Member	Board Position	Present	Absent	Committee Report
Christy Tran, CPPB	President	X		
Elvis Carter	Vice President	X		
Nick Ioanna	Secretary	X		
Denice Henshaw, CPPB	Past President		X	
Anthony Blackmon	Treasurer	X		X
Annie Teav	ICP Director	X		X
Julie Hoffman, CPPB	Logistics Director	X		
Emmanuel Amunga	Membership Director	X		X
Kathi Braeme-Burr, CPPB	Pro D Director	X		X
Lee Fleming, CPPB	Chapter Liaison		X	

GUEST

Chapter Member	
1	Debra Lindsay – Marketing Committee Chair Updates
2	Maribel Reed – Coprocure (Presenting via Teleconference @ Noon)

REPORTS FOR BOARD APPROVAL

Reports	Presenter
Meeting Minutes -	
1 December Board Meeting Minutes Kathi motioned to approve, Emmanuel seconded Minutes Approved	Elvis
2. January Board Meeting Minutes Kathi motioned to approve, Nick seconded Minutes Approved	Nick

Committee Reports -

2	Treasurer (Committee(s): Marketing, BOY/MOY) <ul style="list-style-type: none"> BOY / MOY committee to meet on 2/21/19; will send results to the board for approval Chapter will offer 3 scholarships: 1 Full & 2 Part The committee discussed but did not decide where the money would come from in the budget. 	Anthony
3	Pro D (Committee(s): Student Outreach) <ul style="list-style-type: none"> 2019 has not been good to classes so far, 2 classes have been cancelled already Construction services class is coming up in the spring 	Kathi
4	Membership (Committee(s): Mentor Program, Audit) 137 members total, 86 good standing, 51 pending. <ul style="list-style-type: none"> No new applications 	Emmanuel
5	Logistics <ul style="list-style-type: none"> Nothing to report 	Julie
6	ICP (Committee(s): Social Media) <ul style="list-style-type: none"> Nothing to report 	Annie
7	Chapter Liaison <ul style="list-style-type: none"> No report 	Lee
8	Vice President (Committee(s): Budget, Chapter of the Year) <ul style="list-style-type: none"> Nothing to report 	Elvis
9	Past President (Committee(s): Scholarship) <ul style="list-style-type: none"> No report 	Denice
10	Secretary (Committee(s): Board Nominating, Handbook, Legislative) <ul style="list-style-type: none"> Nothing to report 	Nick

OLD BUSINESS

Topic	Responsible Party
1 Marketing Committee (continued) <ul style="list-style-type: none"> Shirt samples were presented Pricing for three companies were presented Shirts will be free to all members Take \$2,500 from Elvis' forum money and use for promotions? Before a motion to accept, board needs to determine if the entire trip is covered. 	Debra
2 All Day Workshop <ul style="list-style-type: none"> Working on pricing; slightly over budget at the time of meeting. No free parking for members 	Elvis/Julie
3 Revisiting Miss Piggy	Denice/Board
4 Holiday Luncheon Highlights	Anthony/Christy

NEW BUSINESS

Topic	Responsible Party
1 Holiday Luncheon Attendees Discussion (Retired & Brand New)	Board
2 RVTS Audit	Anthony
3 Chapter Academy	Elvis/Christy

PARKING LOT

Topic		Responsible Party
1	Scholarship	Diane
2	Review & Approve Q&A Forum Guidelines	Suzi/Board

UPCOMING EVENTS AND MEETINGS

Date	Event / Meeting
March 6, 2019	Board Meeting (w/Area 8 Chapter Ambassador)
March 7, 2019	All Day Workshop (w/Area 8 Chapter Ambassador)
April 4, 2019	Joint General / ICP Meeting
April 17, 2019	Board Meeting
May 2, 2019	General Meeting
May 15, 2019	Board Meeting
May 16-17, 2019	Regional Conference
June 19, 2019	Board Meeting