



MPI MN Board of Directors Meeting  
Minutes  
February 24, 2009  
10:00 – 11:30 a.m.  
Nonprofit Solutions

**Present:** Jaimie Mattes Tracey Smith, CMP, CMM  
Daphne Meyers, CMP, CMM Erin Feeney  
Jan Tolle-MacDonald, CMP, CMM Marilynne Bouteiller 1  
Stephanie Pfeilsticker, CMP Barb Oswell  
Tim Samuelson Staci Kvasnik,  
Sean Schuette, CMP Emily Nelson

**Absent:** Ann Margaret Young Brooke Stoeckl

**Staff:** Maria Huntley

**Call to Order and Announcements**

The meeting was called to order by President Elect Jaimie Mattes at 10:05 a.m.

**President's Report – Jaimie Mattes for Ann Margaret Young**

An update from the MPI in Atlanta was provided, some of the sessions including the general session is available on the website. There is also a petition to support the meeting industry available on the International website that board members were asked to support.

**Education Report**

KQ is scheduled for tomorrow, there are 47 booths. All speakers were complimentary so a lot of money was saved in speaker fees for the event. There are currently 209 individuals registered for tomorrow. The committee has the capability to record the speaker through Ready Talk, the January speaker was online. Board members were requested to look on the website and provide feedback if they think it is worthwhile to look at this option in the future. This option will be discussed at the board meeting in March.

**Membership Report**

The committee is working on the EMPI award nominations process. All board members were challenged to work with their committee members to get nominations numbers up. The 30<sup>th</sup> Anniversary membership campaign is continuing through the end of the year. There are monthly drawings for referrals with a grand prize that will be given out at the May Awards Gala. An update on the membership, new and prospect members was provided.

**Communications Report**

There has been a lot of interest in the website over the past month, many updates from committees have been submitted. Connie has been working on the marketing committee. Marni Fleming has been doing more work with the PR External requests. The new website will be demonstrated at KQ tomorrow. New designs for NewsNotes and the newsletter to match the website will be launched this week.

**Community Outreach Report**

A report on money raised for the Humane Society last month was provided. The committee will be showcasing the remainder of the activities planned for this year at KQ tomorrow. Ann Margaret will be matching up to \$200 of donations collected tomorrow.

**Financial Report**

Marilyne provided a verbal review of the month end and year to date financial numbers through January 2009. Looking at the trends from the past couple of years the chapter is in line to be on track with past years. The committee is working on the Great MPI MN Race which will take place on June 18th from 12:30 – 5:00 p.m. The committee is starting to push sponsorship

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**Agreed Rules of Engagement**

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4. Promote a comfortable atmosphere of professional conduct.

opportunities at KQ tomorrow. Sponsorship opportunities will be distributed through the MPI International LinkedIn group as well. There is currently one confirmed sponsor. Additional information will be posted on the website shortly. The committee is working on identifying a host venue for the event. The scholarship is currently being promoted, the deadline for applying is April 15<sup>th</sup>. The committee is also working on redoing the raffle board to match the new look of the website.

#### Leadership Development Report

The Mentor Next Door is scheduled for June 4<sup>th</sup>, registration will be opening in May. There is a podcast that was developed to promote this event. The Power of Two is going strong with a total of 10 pairings. Daphne reported on her experience at the chapter leader forum, or chapter was able provide a model to other chapters looking to implement a Leadership Development program. The committee has been using the MPI International Group Space to share documents which has been working very well. All board members were encouraged to make sure they are sending files and documents to Nonprofit Solutions. An update was provided on new volunteers who have joined the committee. A reminder to get all committee thank you cards to Dianna Fuller by the March meeting. All board member were challenged to participate in the Power of Two mentorship meeting.

#### Consent Items

*Emily Nelson made a motion to approve the January board minutes, Erin Feeney seconded. After a brief discussion the motion was approved.*

#### Discussion Items

Marilyne Bouteiller made a motion to write off \$295.00 in aging receivables that are over a year old, seconded by Staci Kvasnik, following discussion a vote was called and motion was carried.

#### Unfinished Business

Receivables – President Elect

Reviewed during the discussion items above.

Chapter Metrics – President Elect

The updated chapter metrics were passed out at the meeting and the current status was discussed. Over the chapter is tracking well with the goals for the year.

Adopt A Member – President Elect

The new list and information will be distributed next week. Board members were asked for feedback, overall there has not been a lot of response to the messages that are sent out.

Website Update - VP Communications

Overall there has been positive feedback on the new website. The committee has been collecting and responding to requests and recommendations for changes to the website. The board had discussion about the change in directory options that are available on the website.

Grant Update – Immediate Past President

We were notified unofficially that we were approved for our grant, we are currently waiting for the official approval to come through before work is started on these initiatives. Once the official word comes in the process will start.

#### New Business

EMPI Nomination Challenge – VP Membership

All committees are challenged to submit at least 15 nominations. The board had discussion about the nomination process and acknowledgement.

Needs Assessment Results – President-Elect

The results of the needs assessment were distributed to the board prior to the meeting. The board discussed specific feedback that was provided about the EMPI process.

#### Other Business

The November 12<sup>th</sup> event with the Wisconsin chapter is a go. There will be a reception the evening of November 11<sup>th</sup> and the all day session on November 12<sup>th</sup>. They are looking at having a bus to Madison for those interested in attending. The potential theme for the event is “Be There or Be Round.”

Tracey Smith mentioned that there has been discussion about the idea of developing an affinity group based around new planner members to provide information on basic meeting planning.

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The next board meeting is Wednesday, March 18<sup>th</sup> from 9:15 to 10:45 a.m. at the Millennium. TSR updates are due Monday, March 9<sup>th</sup>.

The meeting was adjourned at 11:45 a.m.

Respectfully Submitted:

Maria Huntley  
MPI MN Office

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