



MPI MN Board of Directors Meeting

Minutes

April 15, 2009

10:00 – 11:30 a.m.

Graves601

Present:	Ann Margaret Young Jaimie Mattes Daphne Meyers, CMM (via phone) Emily Nelson Tim Samuelson Stephanie Pfeilsticker, CMP	Brooke Stoeckel Tracey Smith, CMP, CMM Erin Feeney Barb Oswell Staci Kvasnik,
Absent:	Sean Schuette, CMP Marilyne Bouteiller	Jan Tolle-MacDonald, CMP, CMM
Staff:	Lisa Larson	

Call to Order and Announcements

The meeting was called to order by President Ann Margaret Young at 10:03 a.m.

President's Report – Ann Margaret Young

- *Leadership Training Week:* This will take place April 27 to May 4.
- *Chapter Satisfaction Survey:* The highest rated aspect of the chapter is leadership. There are areas that the chapter is struggling in including education. Ann noted that membership retention rates are at around 81% which is the highest we've had in many years. She asked if there were questions to please follow up with her or Jaimie Mattes. MPI Minnesota had the second highest member retention and this was highlighted by MPI International.
- *News Notes:* The 5K team is looking for volunteers. The Career Transition Series, which is free to members, will start May 4 (and also be held May 11 and 18) at the Park Plaza Bloomington. The first session is on resumes and image.

Education Report

- A review of the sessions for today was provided, there were about 130 people registered through MPI and around 40 from ISES. Brooke noted that ISES and MPI decided to hold separate registrations this year and it seemed to work well from a financial perspective. Brooke stated that conversations were lively and that there seemed to be good attendance at each of the tables. Roundtables will be done again in February 2010.
- Information on the NCTBA Partnership is in the e-newsletter and on the web site.

Membership Report

Barb provided an update on the membership statistics for the month. She reported that subscriber members are down from 19 to 8. The membership committee is planning follow up phone calls with these individuals.

Communications Report

Emily noted that things are winding down for the year in communications. The web site is updated, and the committee is working on their feature article, but thinks that the May Gala in conjunction with the 30th Anniversary will be the focus. Stephanie reported that the committee will be meeting with the web chair to get some initiatives set.

Community Outreach Report

Erin reported that the committee is wrapping up their volunteer efforts for this year. The last event will be happening April 18 at the Mississippi River Gorge with 23 volunteers and will be providing lunch and gloves for volunteers. She noted that the

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committee has fallen short of their financial goal for the year, but is optimistic for next year. The theme for next year will be health and wellness, tying in the 5K event.

Financial Report

Erin provided a verbal review of the month end and year to date financial numbers through March 2009. Ann asked that everyone look at their portion of the financials for the next board meeting and look at budgets to see where there is a shortfall. There have only been 8 scholarship applications received to date and the deadline is April 15. Jaimie asked the board if they felt that, even if there wasn't a scholarship applied for in a particular area, should the money be applied to a different scholarship. He asked that this be a topic for discussion at the board retreat. He noted that the scholarship for the CMP was initially provided because of a donation given to MPI in honor of a member who passed away – he asked if this should continue.

Leadership Development Report

- Tracey reported that the all-committee meeting will be taking place May 6 at the Humanities Center in St. Paul. She asked that board members specifically focus on what their group has done and focus on volunteers who have achieved great things this year.
- *Mentor Next Door*: The event will take place on June 4. Registrations have already been received.

Consent Items

- Motion: To approve the March board minutes. First (Brooke Stoeckel), Second (Barb Oswell). Motion approved.
- Motion: To formalize internship postings free of charge to the individual posting on the MPI web site: First (Emily Nelson); Second (Brooke Stoeckel). Motion approved.

Discussion Items

None

Unfinished Business

Receivables – President

Ann reported that there only a few items as receivables, but many will fall off in April. Jaimie reported that there is a \$15 nonmember vs. member registration rate discrepancy on the receivables and that it's been difficult to get it off the books with this individual.

Chapter Metrics – President

A verbal review of the chapter metrics report was given. Ann noted that sometimes the numbers that are given from International to the membership committee vs. those given on chapter calls vary. Monthly attendance is around 175 and the goal is to have around 217 at each event.

Adopt A Member – President Elect

Jaimie noted that the adopt-a-member list will not change between now and the May Gala and asked that board members push attendance to their contacts. Tracey asked that there be a formalized or focused email to each of the adopt-a-member participants. The board discussed various options for getting this information out.

Grant Update – Immediate Past Pres

Tim noted that the student initiative will take place this fall in the St. Cloud area. Barb noted that Duluth is opening up a hospitality course which will help with planning in 2010.

2009/2010 Budget Review – Finance

Jaimie reported that he has the budget template for most committees in. Jamie reported that he is working with NS on the contract for 2010.

Great Race Update – Finance

Erin reported that the committee is still looking for sponsors and registration is set to open on April 20.

New Business

June Board Retreat – President Elect

The board retreat will take place the last Thursday and Friday of May. It's a week earlier due to Chapter Leadership and Mentor Next Door events. It will be at the Millennium. This will be the last board meeting for the existing board and next year's board will start with training and education the afternoon and evening of the first day. Committee Chairs should come around lunch on Friday and will focus the rest of the day on training. Jaimie reported that there have been some changes with the board for next

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year. He will send those changes out via email to the existing board for motion and approval. Brooke stated that she is willing to help out with the board transition as much as she can given the circumstances.

May Gala Update – President

Ann reported that all is going along well for the Gala, planning is well underway. The script is close to finalized and waiting for some last minute logistics. Invitations have been sent out and entertainment is underway. The committee decided today to not have photos up during the presentations.

Thank You Notes

Other Business

None

The next board meeting is Wednesday, May 6th from 1:30 – 3:00 at the MN Humanities Center in their board room. Because of the timing of the meeting this month, TSR's will not be submitted.

The meeting was adjourned at 11:22 a.m.

Respectfully Submitted:

Maria Huntley
MPI MN Office

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