



Ohio Certified Public Manager® Society

PO Box 29483
Columbus, OH 43229

Board of Directors Meeting
January 8, 2010

- A. CALL TO ORDER** – Cynthia called the meeting to order at 8:45. Present were Cynthia, Lee, Sherri and Patti, with Roger via phone
- B. PRESENTATION OF MINUTES** – Minutes for November will be reviewed and accepted via email. No meeting was held in December 2009 and no minutes are available.
- C. DISCUSSION ITEMS**
- Review of 2009
 - The Communications plan was discussed and all board members were asked to review and recommend changes if necessary
 - Cynthia suggested requesting the Governor designate a “CPM Week” where CPMers can be recognized
 - Facebook account was created and maintained by Shawn Crosby, and Linked in account was created and maintained by Juli Carvi. We need to determine who will be willing to maintain those sites. Cynthia suggested Julie Carvi.
 - Membership needs to be increased, which hopefully will be the result of increased awareness. Membership brochure will be emailed to all graduates with a “time to renew your membership” message.
 - 2010 meeting schedule & location – Meetings will be the 3rd Friday of the month at OCOSH at 8:30. Arrangements will be made for phone conferencing for anyone that can’t be at the meeting personally. See Attachment 1 for the list of meeting dates
 - Roles, responsibilities & bylaws
 - Cynthia suggested Mike Holm assist Sherri with communications and the website maintenance.
 - Bylaws need to be reviewed by all board members and recommend any changes that may be needed.



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- Minutes should be sent to board members within two weeks of the meeting for review and correction, and again the Monday before the next meeting. Minutes will be posted to the website when accepted at the following month's meeting.
- Newsletter – Cynthia would like the first newsletter out in March, and will send Sherri the template and “letter from the president”. Everyone should look for good things happening to graduates to include.
- AACPM Committees – Cynthia encouraged involvement in AACPM committees
- Website
 - Board members and bios need updated
 - 2010 AACPM conference and our annual conference need to be featured
 - List of graduates, Patti will finish updating the master list and send it out.
 - Board meeting minutes need to be posted
- Conferences
 - 2009 AACPM conference in Florida, six from Ohio attended (Cynthia Lee, Melissa Roach, Juli Carvi, Patti Barnett, Gina Mee, and Jim Lalley). Melissa, Juli and Patti served as delegates to the business meeting, Cynthia attended as the alternate.
 - 2009 OCPM Society conference on November 20, while having excellent speakers, only had 31 in attendance, which is the lowest attendance to date. The conference lost \$2,195. The low attendance was attributed to the suspension of the EPDP prepay option and “Cost Savings Days”.
 - 2010 AACPM conference is Oct 17-19, 2010 in Oklahoma City. Ohio delegates will be Cynthia, Melissa and Lee. If any of those three are unable to attend, others will be solicited to serve. Anyone can attend, they do not have to be a member or delegate.
 - 2010 OCPM Society conference will be on Friday, November 19. Patti will check on availability of ODNR Assembly Center and schedule if possible. If not, perhaps the conference can be held at the ODOT headquarters or BWC. Need to start working on outline and potential speakers, perhaps tapping OCPMers or other agency trainers to keep speaker cost affordable. Jim Fograscher and Rod Spain were mentioned.



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- Utilizing member volunteers – Cynthia had three individuals offer their assistance
 - Skip Holler (EPA), who is experienced with planning. He would be an asset to Jill for the Conference Committee. Skip’s phone number is 644-2990 and Jill will contact him.
 - Anthony Nixon (Rehab & Corrections), who expressed interest in the membership drive. Anthony’s phone number is 752-0894, and Patti and Roger will contact him.
 - Winnie Warren (BWC Lima), whose skills include note taking, brain storming and research. She could help find “missing” OCPMers, research good things OCPMers are doing for the newsletter, or research articles for the website. Winnie’s phone number is 419-227-4121, and Sherri will contact her.

- Other items
 - Discussed ways to get OCPMers together, perhaps charity walks, softball team, golf league, or reach out to Governor’s office for volunteer opportunities

D. DAS’ OCPM PROGRAM REPORT (B. Robinson):

- No report

E. OFFICERS/COMMITTEE REPORTS

Past President’s Report (M. Roach):

- No report

President-Elect’s Report (L. Thatcher):

- No report

Secretary’s Report (P. Barnett):

- Mail log is Attachment 2
- PO Box annual fee is due January 31
- Email accounts
 - The ohiocpmsociety@verizonmail.com account was shut down on January 15.
 - Everything should be switched to the ocpm.society@ohiocpmsociety.com account that is hosted by www.runbox.com.

Treasurer’s Report (R. Aber):

- See Attachment 3

2010 Conference Report (J. Stevenson):

- No report

Public Relations Committee Report (S. Simpson):



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- Sherri & Mike will get with Melissa to transition the website maintenance

Student Services Committee Report (M. Holm):

- No report

President's Report (C. Lee):

- See discussion items above

F. TO DOs

- Cynthia will send Sherri a letter for the newsletter
- Patti will send out updated email list
- Patti will send out bylaws for review and update
- Mike, Lee and Jill will send Sherri their bio and photo for website
- Patti & Roger will contact Anthony Nixon
- Sherri will contact Winnie Warren
- Jill will contact Skip Holler
- Patti will send out membership message

G. CLOSING REMARKS, RECAP & ADJOURNMENT

- Next Meeting February 19, 2010 at OCOSH at 8:30 am
- Cynthia moved to adjourn at 10:12 am, Sherri seconded, meeting was adjourned.

ATTACHMENT 1

2010 Monthly Meeting Schedule

February 19	OCOSH	8:30am
March 19	OCOSH	8:30 am
April 16	OCOSH	8:30 am
May 21	OCOSH	8:30 am
June 18	OCOSH	8:30 am
July 16	OCOSH	8:30 am
August 20	OCOSH	8:30 am
September 17	OCOSH	8:30 am
October 15	OCOSH	8:30 am
November 19	ODNR	8:30 am
December 17	OCOSH	8:30 am

ATTACHMENT 2

OCPM Society Mail Log

Date Received	Name	Check #	Amount	Reason	Sent to Treasurer
12/18/2009	Nothing				
12/7/2009	Patti Barnett	4925	\$40.00	2010 Dues	12/7/2009
12/3/2009	Skip Holler	3573	\$140.00	2009 Conference & 2010 Dues	12/7/2009
12/3/2009	Green Co Auditor	649808	\$200.00	2009 Conference for Ron Volkerding & Ken French	12/7/2009
11/23/2009	Nothing				

ATTACHMENT 3

Ohio CPM Society Treasurer Report 8 January 2010

Cash Position

As of 8 January 2010 our cash position was as follows:

OCPM Account	\$ 4806.39
PayPal Account	<u>\$ 115.46</u>
Total	\$ 4921.85

Discussion Items

- **2010 Dues Collection** –Currently, for 2010, we have 11 Fellow paid members. There are a total of three registered as students.
- **2010 Registration Form** – An updated registration form will need to be sent to all Fellows of OCPM and current students within the OCPM program.
- **2009 Fall Conference**
 - Total attended = 31
 - Total amount received = \$3376.14
 - Total amount paid out = (\$5571.13)
 - Total Conference = (\$2194.99)