



## Ohio Certified Public Manager® Society

PO Box 29483

Columbus, OH 43229

Board of Directors Meeting  
February 19, 2010

**A. CALL TO ORDER** – Cynthia called the meeting to order at 8:44 am. Present were Cynthia, Lee, Sherri, Brandi, Mike and Jill, with Roger, Patti, and Melissa via phone

**B. PRESENTATION OF MINUTES** – Minutes for January. Changes were recommended and Cynthia moved to accept the revised minutes, Lee seconded, and the motion carried.

**C. OLD BUSINESS**

- Patti will send out bylaws for review and update - DONE
- Sherri will contact Winnie Warren - DONE

**D. DISCUSSION ITEMS**

- Membership message
  - Discussed the message and made a few changes, see Attachment 1, it should come from the “Board of Directors”
  - Mike will set up a form for member info that can be submitted online
  - Patti will send out message this weekend
- Bylaws Update
  - Discussed changes to the bylaws
  - Patti will make revisions and send out for review

**E. DAS’ OCPM PROGRAM REPORT (B. Robinson):**

- Brandi has been pulled to work on some other projects, discussed recent changes in the office and new requirements of the program
- New cohorts will start in January & July each year

**F. OFFICERS/COMMITTEE REPORTS**

**Past President’s Report (M. Roach):**

- Reviewed and submitted corrections to AACPM HOD minutes
- Joined AACPM Communication Committee
- Reminder about using the trademark symbol on the website and in documents  
The following is from AACPM:

The phrases “Certified Public Manger®,” “Certified Public Managers®,” and “American Academy of Certified Public Managers®” are registered with the U.S. Patent and Trademark Office. Anytime these terms are used as proper nouns on written materials,



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in publications, on websites, and within logos they must bear the registration mark. The circle “R” is placed immediately after the phrase and appears in superscript format.

Examples:

- National Certified Public Manager® Consortium
- Certified Public Manager®
- Certified Public Managers®
- Association of Certified Public Managers®
- Ohio Certified Public Manager® Society

Protection for individual letters or groups of letters, such as **AACPM** and **CPM** is not available. Do not use the registered trademark symbol with these acronyms or any other acronym that includes CPM in its formation.

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

- No report

### **Secretary’s Report (P. Barnett):**

- Mail log is Attachment 2
- Email account maintenance needs done
- Reviewed and submitted corrections to AACPM HOD minutes

### **Treasurer’s Report (R. Aber):**

- See Attachment 3
- Agreed to renew email account for 3 years

### **2010 Conference Report (J. Stevenson):**

- EPDP prepay will not be available this year, discussed problems with reimbursements and ways to communicate process this year
- Still fleshing out topics and potential speakers, discussed “Kaizen” as possibility

### **Public Relations Committee Report (S. Simpson):**

- Mike has done a great job updating website
- Mike created montage of photos from conference, discussed whether we should put them on website or some other more secure site, need to check permission from folks
- Newsletter discussion, what can we include? Membership push, board meeting schedule, Brandi will write an article requesting project ideas, future cohorts, etc.
- Need to discuss member benefits
- Discussed posting photos on website and security issues that might arise. Mike will post photos without seeking permission, since any recognizable faces were mostly board members already on the site

### **Member/Student Services Committee Report (M. Holm):**

- See above for website
- Wants to visit cohorts
- Needs alumni list



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### **President's Report (C. Lee):**

- See discussions items above
- Sent out thank you notes to volunteers

### **G. TO DOs**

- Cynthia will send Sherri a letter for the newsletter
- Brandi will submit article for newsletter
- Brandi will send out new cohort list
- Roger send member list to Cynthia
- Brandi will send new cohort list
- Send Sherri info for the newsletter
- Patti will send out updated email/alumni list
- Patti will send out REVISED bylaws for review
- Patti & Roger will contact Anthony Nixon
- Jill will contact Skip Holler
- Patti will send out membership message
- Mike will set up online form

### **H. CLOSING REMARKS, RECAP & ADJOURNMENT**

- Next Meeting March 19, 2010 at OCOSH at 8:30 am
- Cynthia moved to adjourn at 10:18 am, Mike seconded, meeting was adjourned.

## ATTACHMENT 1

*Message to OCPM grads:*

Greetings CPMers! It's that time of year to renew your membership in the Ohio CPM Society. Dues are \$40, which includes membership in the national American Academy of Certified Public Managers®. You can pay your dues online by going to our website, [www.ohiocpmsociety.com](http://www.ohiocpmsociety.com), or by sending a check to OCPM Society, PO BOX 29483, Columbus, OH, 43229.

One of the many benefits of membership is a discounted rate to attend our annual conference, which will be Friday, November 19, 2010.

Many agencies will pay for professional association dues, check with your fiscal officer. If your agency is paying your dues, you can print the membership application to submit with your request at <http://www.ohiocpmsociety.com/id2.html>. If you need an invoice, please email our Treasurer, Roger Aber at [Roger.A.1@bwc.state.oh.us](mailto:Roger.A.1@bwc.state.oh.us)

## ATTACHMENT 2

OCPM Society Mail Log

Date Received	Name	Check #	Amount	Reason	Sent to Treasurer
2/19/2010	Michael D'Arcy			2010 member application	2/19/2010
2/12/2010	Nothing				
2/5/2010	Nothing				
1/29/2010	Nothing				
1/22/2010	Letter for Melissa				1/22/2010
1/22/2010	2 Letters for Roger				1/22/2010
1/22/2010	Lee Thatcher	1775	\$40.00	2010 Dues	1/22/2010
1/22/2010	Matt Telfer	1507	\$40.00	2010 Dues	1/22/2010
1/15/2010	PO Box invoice				1/15/2010

## ATTACHMENT 3

# Ohio CPM Society Treasurer Report 19 February 2010

### Cash Position

As of 19 February 2010 our cash position was as follows:

OCPM Account	\$ 4726.39
PayPal Account	<u>\$ 115.46</u>
<b>Total</b>	<b>\$ 4841.85</b>

### Discussion Items

- **2010 Dues Collection** –Currently, for 2010, we have 13 Fellow paid members. There are a total of three registered as students
- **2010 AACPM Annual Assessment** – Payment to AACPM in the amount of \$100 was made on 22 December 2009
- **2010 USPS PO Box Fee** – Payment to the USPS for Society's PO Box in the amount of \$60 was made on 13 January 2010
- **2010 Registration Form** – An updated registration form will need to be sent to all Fellows of OCPM and current students within the OCPM program
- **2010 Fall Conference** – Scheduled for 19 November 2010
- **Runbox Account** – Password was updated as requested during the February meeting. Payment of \$99 for 3-years for this account was made during the meeting.