



National Institute of Governmental Purchasing

Idaho Public Purchasing Association

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Kathy Wanner, President

IPPA BOARD
MEETING MINUTES
November 30, 2016
12:00 P.M.

Location: Café Ole, Boise, Idaho

Board Members Present: Kathy Wanner, Bob Perkins, Robyn Swaney, Bob Kobza, Janet Gonzalez, Megan Harvey, Alyssa Ellington, Diane Morrison
Board Members Absent: Tina McBride, Keith Watts, Jacque Leech, Carrie Champlin

Call to order: Kathy Wanner called the meeting to order at 12:00 P.M.

Board Business

Approval of Minutes –October 11, 2016

- Minutes Approved with correction under Communications.

Treasurer Report and Membership Update-Megan Harvey

- IPPA presently has 43 members.
- The current account balance is \$38, 654.01
- Megan made note of one deposit that she is unable to balance to the account for \$230.00.

Re-Cap RVTS

- Alyssa went over Survey Responses (attached). Overall positive results.
- Member notes from RVTS also discussed (attached).

Winter Dinner Meeting

- To be held January 10, 2017.
- NIGP Chapter Ambassador Ginny Justiano will be speaking at Dinner.
- List of possible topics for Ginny to speak on provided by Kathy (attached).
- Committee presumes approximately thirty attendees for dinner.
- Trying to determine location. Suggested sites Reef in Boise, Twigs in Meridian, Owyhee Tavern in Boise, Lock Stock and Barrel in Boise.

Constitution and By-Laws Revision

- Vote on Constitution and By-Law Revision at Winter Dinner Board scheduled for January 10, 2017.
- Notice will be sent to members regarding the Constitution and By-Laws revision and poll taking place on January 10, 2017. Janet to prepare ballots for Board Meeting.

Elections

- Require Nominations for two Board positions: Director at Large-One Year and Director at Large-Two Year.
- Alyssa will send communications asking for nominations. Nominations must be turned in by December 9, 2016.
- Ballot for election will be sent electronically to members.
- Discussion on whether committee shall attempt to have Board meeting for approval of election or provide e-mail approval? It was determined that approval will be by email.
- It was noted that both Carrie and Tina are willing to run again.

IPPA Winter Volunteer Event

- Boise Rescue Mission Christmas Banquet.
- December 16, 2016 – Time has been changed to 10:00 to 12:30.
- All twenty-one volunteer slots filled.

First Annual Regional Conference and Vendor Showcase

- Conference to be held at Wildhorse Resort, Pendleton, OR on May 17–19, 2017 (flyer attached).
- \$150 plus fees for classes, golf, etc.
- Classes to be held at conference: *Making the Contract Fit the Purchase* and *Promoting the Procurement Function*.
- IPPA will be also holding the *Making the Contract Fit the Purchase* class in 2017.
- Need committee chair volunteer for Speaker and Agenda Committee for conference-Janet will participate for IPPA.
- Several IPPA Board members have shown interest in attending conference.
- Discussion on OPPA success with sponsorships. OPPA has sent out the sponsorship applications and packages and has received great response from vendors. Anticipate \$70K in sponsorship fees, thus the low registration fee.

2017 Leadership Symposium in Washington D.C.

- Dates are February 23-25.
- \$199 for one person and \$575 for two.
- IPPA to sponsor two Board members registration costs for conference. Airfare may also be paid. Motion made by Diane Morrison to provide sponsorship, second by Alyssa Ellington.
- Need to determine which members have not attended and would be available to go to conference.

Committee Updates

Professional Development-Bob Perkins

- Bob sent out survey regarding 2017 class requests.
- Bob working on possibly having some one day classes but requires fifteen participants.

Communications-Alyssa Mitchell

- Alyssa to send out Request for Nominations and Winter Dinner notification.

Awards-Robyn Swaney

- Robyn prepared standards for awards. Committee ran out of time at November meeting.
- Robyn will e-mail criteria and standards to members for review and comments.

Legislative-Bob Perkins and Keith Watts

- Determine challenges specific to political subdivisions to present to legislative committee. Input has been requested from various political subdivisions.
- Some push back from Counties regarding making changes.

Meeting adjourned at 1:30 P.M.