



National Institute of Governmental Purchasing
Idaho Public Purchasing Association

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Kathy Wanner, President

IPPA BOARD
MEETING MINUTES
April 12, 2016
11:00 A.M.

Board Members Present: Kathy Wanner, Megan Harvey, Tina McBride, Carrie Champlin, Bob Perkins, Alyssa Mitchell, Bob Kobza Diane Morrison, Robyn Swaney

Board Members Absent: Jacqueline Leech, Keith Watts

Call to order: Kathy Wanner called the meeting to order at 11:00 A.M.

Board Business

Approval of Minutes – February 26, 2016

- Minutes Approved

Review, Revision and Update of IPPA Policy and Procedures Manual and IPPA Constitution and By-Laws

Treasurer Report and Membership Update-Megan Harvey

- IPPA presently has 41 members.
- The current account balance is \$32,118.07.
- Megan to research fees from Bank.
- NIGP Treasurer's Report due-March 1, 2016
 - Megan to prepare with Colin Millar
 - Need prior years report placed into drop box

Committee Updates

Reverse Vendor Trade Show 2016-Diane Morrison:

- Update provided for the 2016 Vendor Conference.
- Date/Location- November 2, 2016 at BSU
- Diane has requested budget information for event-Megan and Bob Perkins will provide.

Education-Bob Perkins:

- NIGP Legal Aspects of Public Procurement (March 8-10)
 - Instructor was Nancy Pryzmus but has changed to Edward Pabor
 - 5 students registered
 - Requested a buy out from NIGP for one seat.
 - IPPA to offer seat in class to first respondent to an e-mail sent to all members.

- NIGP CPPB Prep Class (April 27)
 - No registrations yet.
 - Bob noted that IPPA has a library of study materials information for persons taking the exam to use.

- NIGP Fundamentals of Leadership Management (June 8 & 9)
Instructor Nadine Chastain
 - Working to get this class set up.

Communications-Alyssa Mitchell:

- Alyssa provided update regarding Spring Dinner. Dinner to be held March 2nd at Big Al's for Bowling – Dinner to be a celebration of Purchasing Month.
- Congratulations to new CPPO members
- Facebook has been updated

Legislative-Keith Watts:

- No Report provided.

Summer Dinner Meeting-Bob Kobza:

- Tentative Venue-Boise Hawk's Game
- Dinner to be held in July.
- Bob will contact Hawks organization to determine dates and costs.

*Chair Position still needs to be filled for Membership Committee (recruitment, certificates, etc.)

Meeting adjourned at 1:00 P.M.