



National Institute of Governmental Purchasing

Idaho Public Purchasing Association

P.O. Box 6512 Boise, ID 83707

[www.nigp-idaho.org](http://www.nigp-idaho.org)

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Kathy Wanner, President

IPPA BOARD  
MEETING MINUTES  
May 2, 2016  
12:00 P.M.

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

Board Members Absent: Bob Kobza

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

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Board Business

Approval of Minutes – April 12, 2016

- Minutes Approved

Treasurer Report and Membership Update-Megan Harvey (see attached)

- IPPA presently has 41 members.
- The current account balance is \$30,586.92.

Committee Updates

Reverse Vendor Trade Show 2016-Diane Morrison:

- Update provided for the 2016 Vendor Conference.
- Date/Location- November 2, 2016 at BSU
- Volunteers were selected for Communication Lead (Alyssa), Registration Lead (Carrie), Sponsors & Speaker lead (Bob P & Keith helping), Printing Lead ( Jacqueline) and Event-Facility Lead (Diane & Bok K)
- Discussion regarding advertising for Reverse Vendor Trade Show
- Save-the Date Notice to be prepared and sent out
- Discussions on the regional conferences held in Oregon (OPPA)
  - Spring Conference May 18, 2016 Kah Nee Ta Resort, Warm Springs, OR
  - 2017 Conference Wildhorse Casino, Pendleton, OR

- Discussions on high volume of sponsorships for OPPA

#### Education-Bob Perkins:

- NIGP Fundamentals of Leadership Management (June 8 & 9)  
Instructor Nadine Chastain
  - Obtained enough participants to hold class.
- Training requested by Matt Klingler of Bonner County regarding new purchasing legislation and its impact on political subdivisions.
  - Possible suggestions for instructor
- Discussions regarding association with national purchasing agencies (NASPO v. NIGP)
- Rescheduled review, revision and update of IPPA Policy and Procedures Manual and IPPA Constitution and By-Laws

#### Communications-Alyssa Mitchell:

- Posted job position at CCDC
- Prepare Save-the-Date Notice for Reverse Vendor Trade Show
- Congratulations to new CPPO members
- Facebook has been updated with photos from Small Business Development Conference at Fort Hall, ID

#### Awards-Robyn Swaney

- Robyn participated in NIGP webinar for awards
- Submittal time is past for NIGP awards for present year
- Need to determine standards for Frank Pierce Award

#### Legislative-Keith Watts:

- Working on organizing IPPA Committee to prepare recommendations on language for statutes governing purchasing by political subdivisions for Idaho Legislative Committee.

#### Summer Dinner Meeting-Bob Kobza:

- Discussions on options for dinner at Boise Hawk's Game
  - Tables in booth or dinner in stadium seats
- Dinner to be held in July.

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

Meeting adjourned at 1:15 P.M.