# NIGP Board of Directors

**Meeting Date/Time:** Thursday, February 12, 2015 @ 2:00 PM Eastern  
**Meeting Location:** Teleconference  
**Dial In:** 1-855-703-3417  
**Conference Code:** 473 162 9325#  
**President:** Don Buffum, CPPO  
**Board Secretary:** Rick Grimm CPPO, CPPB  

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**AGENDA ITEM** | **ACTION TAKEN**
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1. **Call to Order and Attendance**  
   President Buffum called the meeting to order at 2:03 pm Eastern.

   **Board Members in Attendance:**  
   Don Buffum, CPPO - President  
   Keith Glatz, CPPO, FCPM, FCPA - 1st Vice President  
   Rick Grimm, CPPO, CPPB - Secretary  
   Jack Adger, CPPO, CPPB  
   Keith Ashby CPPO  
   Michael E. Bevis, JD, CPPO, CPSM, C.P.M., PMP  
   Lisa Buitenhuis, C.P.P.  
   Ron Blendermann, CPPO, CPPB  
   D. Michael Clawson, CPPO  
   Joan Graham, CPPO, CPPB  
   Bill Lindsey, CPPO, C.P.M.  
   George Nader, CPPO  
   Nelson Park, CPPO, CPPB  
   Charles Smith, MBA, CPPO, CPPB

   **Board Members not in Attendance:**  
   Marchela Gillespie, CPPO, CPPB, C.P.M., CPM- Imm. Past Pres  
   Paul Brennan, CPPO - Treasurer

   **Staff Members in Attendance:**  
   Carrie Rawn, CMP  
   Tina Borger, CPPO  
   Carol Hodes, CAE  
   Brent Maas  
   Cam Smart

2. **Opening Comments from President Buffum**  
   Commenting on the Leadership Symposium, President Buffum appreciated the atmosphere provided by Board members and thanked the staff for a successful event. He also attended the State Procurement Summit in DC with Rick Grimm.
<p>| | |</p>
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<tbody>
<tr>
<td>3.</td>
<td>Approval of Minutes from the previous Board Meeting</td>
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<td>4.</td>
<td>Board Reports and Actions</td>
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<tr>
<td>A.</td>
<td>Revisions to the Board Policy Manual</td>
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<tr>
<td>B.</td>
<td>Approval of Letter of Intent to Lease Building</td>
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<td>5.</td>
<td>Current Board Initiatives</td>
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<td>Verbal Updates</td>
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| A. Cooperative Accreditation Program (Maas) | Brent Maas indicated the Development Team is reviewing criteria after receiving public comments and expects to have this aspect finalized by next week. The proposed contractual agreement between NIGP and program applicants is under legal review since the application will include both the assessment process and the ensuing licensing of the NIGP brand if successful. Upcoming highlights:  
  - Roll out to begin in March  
  - Applications received during a window of April through mid-May  
  - Review process by NIGP Consultancy will begin in June  
  - July 1 expected for 1st Coop Accreditation Award. |
<p>| B. Talent Council Update (Gillespie) | The slate of candidates for the Member Council has been identified, with a public announcement scheduled for February 18. Election will run from March 4 -March 10. |
| C. Board Travel for FY15: Discretionary Funds and Shared Resources (Buffum and Brennan) | Based on projected expenses reported by Board members, there should be adequate discretionary funds left over to cover expenses by Board members who may individually run out of funds. Board members were directed to let the Chair and Treasurer know if their individual expenses were expected to exceed their annual discretionary account so that funds may be transferred. |
| 6. | New Business |   |
| A. Ratification of Election of the NIGP Treasurer | Jack Adger moved to ratify the election of Taylor Adams as NIGP Treasurer and Chair of the Finance Committee effective July 1, 2015, seconded by Mike Bevis. Motion carried. |</p>
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<tr>
<th>B. Election of the Governing Board’s Chair-Elect</th>
<th>Jack Adger moved to provide for the election of the Governing Board’s Chair-elect effective July 1, 2015 through June 30, 2016 via electronic ballot to be issued in February 2015, seconded by Lisa Buitenhuis. President Buffum suggested a change by removing the timeline of balloting and incorporating a results timeline. The friendly amendment was accepted and, therefore, Jack Adger moved to provide for the election of the Governing Board’s Chair-elect effective July 1, 2015 through June 30, 2016 via electronic ballot; with results to be announced prior to the next Board meeting on March 12, 2015, seconded by Lisa Buitenhuis. Motion carried.</th>
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<td>7. Next Meeting:</td>
<td>The next meeting of the Board is scheduled for March 12, 2015, at 2:00 pm Eastern.</td>
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<td>8. Empowering the Executive Committee</td>
<td>Mike Bevis moved to empower the Executive Committee to take future actions on behalf of the Board of Directors until such time as the Board convenes its next duly-held meeting with a quorum in attendance, seconded by Bill Lindsey. Motion carried.</td>
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<td>9. Adjournment</td>
<td>Bill Lindsey moved to adjourn the meeting, seconded by Nelson Park. Motion carried. The meeting adjourned at 3:11 pm Eastern.</td>
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