# FALL 2009 BOARD MEETING AGENDA

## NIGP BOARD OF DIRECTORS OFFICIAL MEETING

**Meeting Date/Time:** Saturday, October 17, 2009 @ 9:00 AM  
**Meeting Location:** Indianapolis Marriott  
Indianapolis, IN  
**Chairman:** Paul Brennan, CPPO, CPPB, C.P.M.  
**Board Secretary:** Rick Grimm, CPPO, CPPB

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## NIGP’s Mission

Develop, support and promote the public procurement profession through premier educational and research programs, professional support, and advocacy initiatives that benefit members and constituents.

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## AGENDA ITEM | ACTION TAKEN
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1. Call to Order |  
2. Attendance of Board Members and Introduction of Guests | Attendance  
- Paul Brennan, CPPO, CPPB, C.P.M. – President  
- Ken Koester, CPPO, C.P.M., A.P.P.– First Vice President  
- Stephanie Creed, CPPO, CPPB – Second Vice President  
- Bobbi Matthews, CPPO, CPPB – Third Vice President  
- Kirk Buffington, CPPO, C.P.M. – Immediate Past President  
- Ed Grant, CPPO, CPPB, RPPO – Treasurer  
- Rick Grimm, CPPO, CPPB – CEO and Board Secretary  
- Mike Bevis, CPPO, C.P.M. – Region 8  
- David Davis, CPPO _ Region 12  
- Kathy Elgin, CPPO, CPPB – Region 4  
- Marcheta Gillespie, CPPO, CPPB, C.P.M., CPM – Region 11  
- Keith Glatz, CPPO – At-Large 14  
- Judy Meisel, CPPO, CPPB – Region 10  
- Gord Sears, CPPB – Region 13  
Excused  
- DeWight Dopslauf, CPPB, C.P.M., A.P.P. – Region 9
3. Approval of Minutes: (Attachment)

A. August 22, 2009 Board Meeting
B. August 23, 2009 Board Strategy Meeting
C. September 28, 2009 Board Teleconference

Bobbi Matthews moved to approve the minutes of the August 23, 2009 Board Meeting, the August 23, 2009 Board Strategy Meeting, and the September 28, 2009 Board teleconference as presented by staff; seconded by Mike Bevis, Motion carried.

4. Verbal Operational and Progress Reports

A. Verbal Update from the Name Change Task Force (Sears)

Gord Sears provided an update on the Name Change Task Force. He mentioned that the Task Force wishes to send out a member survey and is seeking feedback from Tina Borger and Brent Mass on survey guidelines. He stated that, once the Task Force approves the draft, it will be sent to the full Board for review prior to distribution.

B. Verbal Update from the Instructor Selection Task Force (Elgin)

Kathy Elgin provided an update on the Instructor Selection Task Force. She mentioned that the Task Force is looking at the current policies and practices for instructors in the areas of eligibility, assignment, and assessment. She mentioned that she met telephonically with President Paul Brennan and staff to ensure that the scope and mission of the task force was understood. She also mentioned that the Task Force will be hosting its first meeting on November 3rd and are hoping to have a full report back to the Board by the Spring 2010 meeting.

C. Verbal Update from the Premier Event in Canada Task Force (Rawn)

Carrie Rawn reported that the Task Force met via teleconference, with Stan Gal as Chair and involvement by several presidents of Canadian chapter affiliates. During that conference call, the task force discussed the pros/cons and potential type of event to be held in Canada.

Carrie reported that the Task Force decided that it was not the time to do an event due to (a) current economic conditions in both nations; (b) travel restrictions which require a passport for entry into Canada; and (c) competition for scarce delegates if the Canadian chapters were forced to compete against a national/international program hosted by NIGP in a Canadian city.

For 2012, the task force suggested that the Cascadia
Chapter may be able to work with the Washington State Chapter on the Seattle Forum as part of the host committee. This model may open up future opportunities for hosting the annual Forum in a U.S. border city so that Canadian chapters can be involved. The Task Force also suggested that there could be greater involvement of Canadian issues at Forum.

There was consensus among the Board to accept the recommendation of the Task Force. The Task Force was subsequently disbanded since its objective was completed.

Gord Sears extended his appreciation to the Task Force for their work and due diligence. Gord suggested that, since the premier event cannot occur in Canada in the foreseeable future, perhaps the NIGP Board of Directors can hold either their fall or spring meeting in Canada at some point during the next 4 years.

D. Verbal Update from the Governance Committee on the Status of the Region II Board Seat Vacancy (Koester)

Ken Koester provided a brief report on behalf of the Governance Committee as they work to submit a slate of candidates for the Region II vacancy. He reported that, at the present time, the Committee has nominations on behalf of Roger Ball, George Nader, and Gerri Popkin. Ken mentioned that the Committee will meet on Thursday, October 22nd to perform the initial review of candidates.

E. Verbal Update on the Status of the Supplier Affiliate Membership Task Force (Brennan)

Paul Brennan provided a brief update on the charge of the Task Force. He believes that an affiliate membership for suppliers will likely be targeted to smaller, regional suppliers. He mentioned that the Task Force will conduct their first meeting in November.

5. Consent Agenda

“...move to adopt Item 5A on the Consent Agenda as recommended by the Governance Committee”

A. Appointment of Ms. Christine Rewis, CPPB as a NIGP Representative to the AEP Evaluation Team Effective January 2010 for a Four-Year Term

Ken Koester moved approval of the consent agenda; seconded by Marcheta Gillespie. Motion carried.

6. Other Current Board Initiatives and Charges

No other initiatives were discussed.

7. New Board Initiatives and Charges

A. Badge Swapping and Meal Costs at the Annual Forum

The Board engaged in a discussion on the ethical perception of badge swapping, which also places a difficult burden on volunteers who are required to manage the process at meal events. The Board also discussed ways to manage food costs and food waste during the annual Forum. The Board requested staff perspective on these issues.

There was general agreement that ticket scalping and
B. UPPCC Provisions for Certification Revocation

badge swapping will not be condoned by the Board. There was also general agreement that the Presidential Banquet should be moved earlier in the schedule so that it is not the last evening of the Forum; further that chapter reserved seating should be eliminated. Both efforts may increase banquet participation and/or provide greater predictors on the number of meals to be served at the banquet.

Kathy Elgin asked if the UPPCC has a policy on certification revocation when the holder has violated ethical standards and/or laws. Rick Grimm replied that the Governing Board has approximately 6-8 outstanding cases where revocation is a possible remedy; however, the UPPCC Governing Board needs to develop its policies and ensure its legal defensibility before proceeding to announce and implement the policy.

C. Governance Restructure to Designate the At-Large Seats for Officers

Ken Koester mentioned that the Governance Committee is looking into possible revisions to the Board structure in order to: (a) free up regional seats when the occupant is serving as a senior officer of the Board; (b) reduce longevity on the Board. He is hopeful that the Committee will be ready to propose revisions during the Board’s teleconference in December 2009.

8. Empowering the Executive Committee

“… move to empower the Executive Committee to take future actions on behalf of the Board of Directors prior to its next scheduled meeting on May 20-22, 2010 in San Antonio, TX”

David Davis moved the motion; seconded by Keith Glatz.

9. Adjournment

Mike Bevis moved for adjournment; seconded by Ed Grant.

The meeting was adjourned at 9:50 am.