Meeting Date/Time: Tuesday, November 24, 2009 @ 11:00 AM Eastern
Meeting Location: Teleconference
Dial-In Information: Dial (866) 777-0485 – Conference Code 7368900

Chairman: Paul Brennan, CPPO, CPPB, C.P.M.
Board Secretary: Rick Grimm, CPPO, CPPB

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.

AGENDA ITEM ACTION TAKEN
1. Call to Order and Roll Call of Board Members

President Paul Brennan called the teleconference to order at 11:02 a.m.

Board Members in Attendance:
Paul Brennan, CPPO, 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 – Non-Voting Treasurer
Rick Grimm, CPPO, CPPB – Non-Voting Secretary
Mike Bevis, CPPO, C.P.M.
Dave Davis, CPPO
DeWight Dopslauf, CPPB, C.P.M., A.P.P.
Kathy Elgin, CPPO, CPPB
Marcheta Gillespie, CPPO, C.P.M., CPM
Keith Glatz, CPPO
Judy Meisel, CPPO, CPPB
Gord Sears, CPPB
Sandra Wright, CPPB

Staff Present:
Tina Borger, CPPO
Carol Hodes, CAE
Brent Maas
Carrie Rawn, CMP
Belinda Reutter, CMP, CAE
Juanita Sims
Erik Steffan, MCP
Brent Woods, CAE
2. Opening Comments from the NIGP President

Paul Brennan reported on the continued financial struggles of the State of New York and stated that it is vitally important to continue to monitor NIGP’s financial position given the limited recovery experienced in state and local governments.

3. Environmental Scan by the Board: Key Issues affecting constituencies, members, chapter affiliates, governmental entities

The Board collectively discussed the current and potentially long-term impacts of state and local budget problems on the vitality of NIGP. Many Board members mentioned that their respective jurisdictions are continuing to lay off employees and reduce, if not eliminate, spending for professional development.

Several Board members shared their experiences during recent Chapter visits. In some cases, conference attendance was low. In other cases, attendance was boosted by the availability of scholarships; which are also being used to send members to NIGP seminars. There was general sentiment that the supplier community continues to be supportive; particularly with products expositions and reverse trade shows.

4. Approval of Minutes from the Fall 2009 Board Meeting (Attached)

“…move to approve the Board Study Session Minutes of October 16, 2009 and the Official Board Meeting Minutes of October 17, 2009 as submitted by staff”

Stephanie Creed moved for approval of the minutes; seconded by Ken Koester. The motion passed.

5. Approval of Budget and Fees for the 2010 NIGP Forum and Products Exposition in San Antonio, TX (Attached)

Verbal report by Carrie Rawn

“…move to approve the budget appropriation and associated fees for the 2010 NIGP Forum and Products Exposition in San Antonio, TX as presented by staff”

Carrie Rawn reviewed the budget structure for the 2010 Forum.

There was some discussion regarding the change in the daily sequence of activities and the placement of the Presidential Banquet on the schedule. Carrie confirmed that the banquet will be held on Monday night and that delegates will be given two options for purchasing a full meal package that includes or excludes the Banquet. The Board encouraged staff to publicize the schedule revisions as much as possible so that delegates are aware that the event will run from Thursday evening, beginning with the social event, through Tuesday morning, ending with a closing session.

A motion to approve the budget and fees was made by Bobbi Matthews; seconded by Dave Davis. The motion passed.

There was additional discussion surrounding the discount structure for the Quality Control Team (which is essentially the Forum Committee) and the Host Committee. There were a variety of opinions and disagreements on this issue. Some Board members believed that discounts should not be available due to the difficult financial position of NIGP. Other commented that the discount attracts volunteers whose work would otherwise be performed by temporary help at a cost to NIGP. There was agreement that, since a discount had already been anticipated for the Host
6. Executive Summary Action on Re-Structuring the NIGP Board Seats: A Proposal from the Governance Committee (Attached)

A. Verbal Report from Ken Koester, Chair

B. Objectives

C. Components

“…move to adopt the Board Structure Plan as recommended by the Governance Committee effective July 1, 2010;

Further move to adopt the two-year transitional plan that allows implementation effective July 1, 2010 through June 30, 2012;

Further move to adopt changes to Section III of the NIGP Board of Directors Policy Manual to effect changes related to the Board Structure Plan.

Further move to direct the Chief Executive to recommend changes to the NIGP Bylaws to be approved by the NIGP Board in January 2010 in order to accommodate the Board Structure Plan;

Ken Koester updated the Board on the Governance Committee’s recent discussions regarding eliminating the barrier to service on the NIGP Board. He explained that while the new structure may allow some Directors to be re-elected, none would be displaced.

Rick Grimm outlined the structure as follows:

- There will be 17 Board members beginning July 1, 2010 through July 1, 2012
- Also beginning on July 1, 2010 the President and First Vice President will vacate their regional seats and move to At-Large seats
- Beginning on July 1, 2012 the Board will be reduced back to 15 seats, which consist of 13 regional seats and 2 At-Large seats assigned to the President and Vice President.

Gord Sears inquired about the affect that designating the At-Large seats to Officer positions would have on larger regions like Florida that currently have one regional and one At-Large representative. He also inquired when the periodic re-alignment of Board Seats, as required by Board policy, would occur.

Ken Koester responded that the Governance Committee had not yet addressed the realignment of the Regional seats but will move forward on this issue in the next few months. There was general consensus that staff should submit alignment options to the Governance Committee for discussion so that the Committee can make a final recommendation to the Board.

Kathy Elgin suggested that the new model may give the appearance that some regions have two representatives since the President and First Vice President are located in a region. The general consensus was that the First Vice President and President are no longer representing a specific region; but the full membership.

Ken Koester moved adoption; seconded by Keith Glatz. The motion passed.

7. Re-Appointment to the UPPCC Board of Examiners on the CPPO Team

A. Verbal Report from Ken Koester, Chair of the Governance Committee

“…move to recommend to the UPPCC Governing Board the re-appointment of Ms. Jill Klaskin-Press as a member of the UPPCC Board of Examiners on their CPPO Team

Ken Koester moved adoption; seconded by Marcheta Gillespie. The motion passed.
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team for the period of January 1, 2010 through December 31, 2012”

8. Other Board Initiatives and Charges

Marcheta Gillespie requested a status on the efforts to clarify the roles and responsibilities of the Chapter Relations Committee; as discussed during the Fall 2009 Study Session. Rick Grimm responded that the Chapter Relations staff is working on draft changes to Section IV of the Board Policy Manual and would bring these recommended revisions to the Chapter Relations Committee for discussion; and then to the NIGP Board for final approval.

9. Adjournment

There was a motion to adjourn by Stephanie Creed; seconded by Keith Glatz. The teleconference was adjourned at 12:12 p.m.