NIGP BOARD OF DIRECTORS OFFICIAL MEETING

Meeting Date/Time: Saturday, May 22, 2010 @ 9:00 AM
Meeting Location: Marriott Rivercenter
San Antonio, Texas

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
   Mr. Brennan called the meeting to order at 10:10 am.

2. Roll Call of Board Members
   **Board Members Present:**
   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
   Rick Grimm, CPPO, CPPB – Non-Voting Secretary
   Ed Grant, CPPO, CPPB, RPPO – Non-Voting Treasurer
   Kirk Buffington, CPPO, C.P.M. – Immediate Past President
   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
   George Nader, CPPO
   Gord Sears, CPPB
   Sandra Wright, CPPB

   **Board-Elect Members Present (Non Voting)**
   Don Buffum, CPPO
   Barbara Johnson, CPPO, CPPB

   **Staff Present:**
   Brent Woods, Esq., CAE, SPHR
   Carrie Rawn, CMP
   Brent Maas

   **Guests Present:**
   Joey Beatty, CPPB (on behalf of the Kentucky Public Procurement Association Chapter of NIGP)
3. Approval of Minutes from the April Board Meeting Teleconference

(Dispatched Under Separate Cover)

“...move to approve the minutes of the April 29, 2010 Board of Directors teleconference meeting”

Mr. Nader moved to approve the minutes, Mr. Buffington seconded. Motion carried.

4. Governance Actions

A. Board Policy Manual Changes – Non Instructor

“...move to adopt revisions to Sections I, III, IV, V and Appendices C and U of the NIGP Board of Directors Policy Manual as recommended by the Finance and Budget Review Committee, the Membership Committee, the Policy and Position Committee and staff and as further modified by the NIGP Board during its Study Session on May 21, 2010”

Mr. Koester made the motion, Ms. Matthews seconded. Motion carried.

B. Board Policy Manual Changes from the Instructor Task Force (Requires recusal by Board Members who Serve as NIGP Instructors)

“...move to adopt revisions to Section VII of the NIGP Board of Directors Policy Manual as recommended by the Instructor Task Force and the Policy and Position”

President Brennan passed the gavel to Ken Koester as temporary Board Chair for this agenda item.

Ms. Gillespie and Misters Buffington, Glatz, Davis, and Brennan recused themselves from this motion.

Ms. Creed made the motion, Ms. Elgin seconded the motion. Motion carried.

5. Fiduciary Actions

A. Approval of Budget for FY11

“...move to adopt the FY11 Budget of the Institute as recommended by the Chief Executive and the Finance and Budget Review Committee effective July 1, 2010”

Ms. Creed made the motion, Ms. Gillespie seconded the motion. Motion carried.
6. Consent Agenda

“…move to approve Items 6A through 6F of the consent agenda as prepared by staff”

A. Approval of the Strategic Initiative Business Plans

B. Collaborative Agreement Between NASPO, NIGP and the UPPCC

C. MOU Between NIGP and the UPPCC for Program Administration

D. Marketing Strategy on Large City and County Agency Prospects

E. Supplier Directory Offering

F. Travel Approvals to Attend the IPPC in Korea

Mr. Dopslauf made the motion, Mr. Davis seconded the motion. Motion carried.

7. Board Officer Elections

A. Election of the 2010-11 Third Vice President

(1) Appointment of Tabulation Board and Balloting by the NIGP President

President Brennan appointed Don Buffum and Barbara Johnson to serve as the tabulation board.

(2) Distribution of Ballots

*May require multiple ballots based on Board policy which requires that the candidate receive a majority (50% plus one) in order to be elected. If multiple ballots are required, the candidate receiving the lowest number of votes shall be removed from the ballot.*

During the first round of balloting, Board members were asked to cast ballots for one of the following candidates: Kathy Elgin, Marcheta Gillespie or Keith Glatz.

As a result of the tabulation results, President Brennan announced that no candidate achieved a majority of the votes; therefore, a runoff election would be conducted between Kathy Elgin and Marcheta Gillespie.

(3) Destruction of Ballots

“…move to certify the election of Marcheta Gillespie as the Institute's Third Vice President for the period of July 1, 2010 through June 30, 2011 based on the reported results from the Tabulation Board;

Further move to destroy the ballots of said election”

Motion made by Ms. Matthews, seconded by Mr. Buffington. Motion carried.
B. Election of Remaining 2010-11 Officers  

“...move to elect, by acclamation, the following remaining Officers of the Institute for the period of July 1, 2010 through June 30, 2011:

✓ President — Ken Koester, CPPO, C.P.M., A.P.P.
✓ First Vice President — Stephanie Creed, CPPO, CPPB
✓ Second Vice President — Bobbi Matthews, CPPO, CPPB
✓ Immediate Past President — Paul Brennan, CPPO, CPPB, C.P.M.

Motion made by Ms. Meisel, seconded by Mr. Sears. Motion carried.

8. Other New Business

No new business.

9. Closing Comments from President Paul Brennan and President-Elect Ken Koester

Mr. Brennan stated that this past year had been challenging for NIGP due to finances and he appreciated the support of his fellow Board members who always stepped forward to help. He thanked everyone for a great year and extended his appreciation to the staff for their work.

Mr. Koester said that it was an honor and privilege to serve, and that he was looking forward to working with everyone in the best interest of the Institute. He stated that he would emphasize the importance of transparency and communications during his administration.

10. 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 August 12, 2010 in San Antonio, Texas”

Mr. Sears made the motion, Mr. Dopslauf seconded the motion. Motion carried.

11. Adjournment

Ms. Wright made the motion, Mr. Glatz seconded the motion. Motion carried. The meeting was adjourned at 10:32 AM.