# NIGP BOARD OF DIRECTORS OFFICIAL MEETING

**Meeting Date/Time:** Saturday, May 7, 2011 @ 9:00 AM

**Meeting Location:** Annapolis Room
Gaylord National Harbor
National Harbor, Maryland

**Chairman:** Ken Koester, CPPO, C.P.M., A.P.P.

**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.

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<th>AGENDA ITEM</th>
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<td>1. Call to Order</td>
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<td>2. Roll Call of Board Members and Guests</td>
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<td>3. Approval of Minutes from the February 15, 2011 Board Meeting Teleconference <em>(attachment)</em></td>
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   “...move to approve the minutes of the February 15, 2011 Board of Directors teleconference meeting”

| 4. Governance Actions | |
| A. Board Policy Manual Changes | |

“...move to adopt revisions to Sections I, IV V and VII of the NIGP Board of Directors Policy Manual as recommended by various NIGP Committees, the NIGP President, and staff [and as further modified by the NIGP Board during its Study Session on May 6, 2011]” *(Refer to Item #13 in Study Session Agenda)*
5. Fiduciary Actions

A. Approval of Budget for FY12  
(Refer to the Proposed FY12 Budget Binder and Agenda #14 from the Board Study Session)

“...move to adopt the FY12 Budget of the Institute as recommended by the Chief Executive and the Finance and Budget Review Committee [and as further modified by the NIGP Board during its Study Session on May 6, 2011] effective July 1, 2011”

6. Board Officer Elections

A. Election of the 2011-12 Third Vice President

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

(2) Distribution of Ballots

(3) Destruction of Ballots

“...move to certify the election of _____ as the Institute's Third Vice President for the period of July 1, 2011 through June 30, 2012 based on the reported results from the Tabulation Board;

Further move to destroy the ballots of said election”

B. Election of Remaining 2011-12 Officers

“...move to elect, by acclamation, the following remaining Officers of the Institute for the period of July 1, 2011 through June 30, 2012:

✓ President – Stephanie Creed, CPPO, CPPB
✓ First Vice President - Bobbi Matthews, CPPO, CPPB
✓ Second Vice President – Marcheta Gillespie, CPPO, CPPB, C.P.M., CPM
✓ Immediate Past President – Ken Koester, CPPO, C.P.M., A.P.P.

7. Other New Business

8. Closing Comments from President Ken Koester and President-Elect Stephanie Creed

9. 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 25, 2011 in National Harbor, Maryland”
10. Adjournment