AGENDA ITEM ACTION TAKEN
1. Call to Order and Roll Call of Board Members
President Ken Koester called the meeting to order at 11:07 AM.

Board Members in Attendance
Ken Koester CPPO, C.P.M., C.P.P. – President
Stephanie Creed CPPO, CPPB – First Vice President
Bobbi Matthews CPPO CPPB – Second Vice President
Marcheta Gillespie CPPO, CPPB, C.P.M., CPM – Third Vice President
Ed Grant CPPO, CPPB, RPPO – Treasurer (Non-Voting)
George Nader CPPO – Region 2
Barbara Johnson CPPO, CPPB – Region 3
Kathy Elgin CPPO, CPPB – Region 4
Sandra Wright CPPB – Region 5
Don Buffum, CPPO – Region 6
Keith Glatz CPPO – Region 7
Judy Meisel CPPO CPPB – Region 10
Dave Davis CPPO – Region 12
Kirk Buffington, CPPO, C.P.M. – At Large 16

Board Members Absent
Paul Brennan, CPPO – Immediate Past President
Lourdes Coss CPPO – Region 8
DeWight Dopslauf CPPO, CPPB, C.P.M. – Region 9
Gord Sears CPPB – Region 13

Staff Members in Attendance
# Board of Directors Meeting Minutes: June 28, 2011

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| Rick Grimm, CPPO, CPPB  
| Tina Borger, CPPO  
| Brent Maas  
| Carrie Rawn, CMP  
| Belinda Reutter CAE |

| 2. Opening Comments from the NIGP President |
| President Koester stated that he appreciated the support he received from the Board and staff this past year; and that he was pleased to read about the good financial news reported in Musings and the April Financial reports. |

| 3. Approval of Minutes from the Board Study Session and Official Spring Board Meeting on May 5-7, 2011 (attached) |
| Barb Johnson moved the motion; seconded by Judy Meisel. Motion carried. |

| 4. NIGP Member Dues Re-Structure (attached) |
| Rick Grimm provided a brief overview of the objectives of the initiative. |

| ...move to approve the minutes of the May 5-6, 2011 Board of Directors Study Session and the minutes of the May 7, 2011 Board of Directors Official Meeting as presented |

| ...move to adopt the proposed NIGP Membership Dues pricing model as recommended by the Finance and Budget Committee; effective July 1, 2012 |

| Further move to allocate funds from the Long Term Reserve Account in a maximum amount of $20,000 to offset anticipated AMS customization/programming fees; with the understanding that these funds will be repaid through dues revenue growth in FY13 and FY14 |

| Don Buffum moved to allocate funds from the Long Term Reserve Account in a maximum amount of $20,000 to offset anticipated AMS customization/programming fees; with the understanding that these |

| Ed Grant and Bobbi Matthews spoke of their support of the recommendation on behalf of the Finance and Budget Committee as Treasurer and Chair respectively. |

| David Davis requested clarification on the ‘negotiated rates’ for agencies with more than 40 members. Brent Maas replied that the three fixed tiers capture 90% of the membership and the intent is to negotiate a slightly lower per-person rate for larger agencies based on the number of employees to be covered. He mentioned that the ‘negotiated rate’ covers a wide range of 41 to 499 members; therefore, a single flat rate is not practical. |

| Sandra Wright stated that the proposed structure will have a more profound impact on larger agencies and asked if staff had any insights on the number of members that could be dropped from an agency’s rolls due to the increased costs. Brent Maas responded by stating that these metrics were taken into consideration when assessing the range of risk; but that it is difficult to predict agency behavior because this is a very different model from the current structure. However, he mentioned that the Board will now have a structure where it will be relatively easy to adjust the per-person rates incrementally if the risk assumptions do not prove to be a reality. |

| Keith Glatz stated that the revised structure may encourage smaller, one-person agencies to join since the agency dues for one person is significantly less than the current rate. |

| Judy Meisel moved to adopt the proposed NIGP Membership Dues pricing model as recommended by the Finance and Budget Committee effective July 1, 2012; seconded by Marcheta Gillespie. Motion carried on a 12-1 vote with Sandra Wright voting no. |

| Don Buffum moved to allocate funds from the Long Term Reserve Account in a maximum amount of $20,000 to offset anticipated AMS customization/programming fees; with the understanding that these |
funds will be repaid through dues revenue growth in FY13 and FY14; seconded by Keith Glatz. Motion carried

President Koester extended his appreciation to the Committees and staff for developing this initiative.

Brent Maas mentioned that staff will now begin to provide communications to agencies regarding the new structure; to include comparative information on the anniversary date of each agency’s member renewal.

5. **Policy Manual Revisions (attached)**

   - Section III.F.10 – Designation of incumbent as recommended by the Governance Committee

   - Exhibit E – Revision on Target Asset Mix as recommended by the Finance and Budget Committee

   “…move to adopt revisions to Section III and Exhibit E of the Board of Directors Policy Manual as recommended by the Governance Committee and the Finance and Budget Committee”

   Stephanie Creed and Kathy Elgin provided background information from the Governance Committee as Chair and Member respectively. Both mentioned that the Committee members individually did research and spoke passionately about the issue. The Board briefly discussed whether ‘incumbent’ was a benefit or a liability.

   Bobbi Matthews and Ed Grant provided background information on discussion by the Finance and Budget Committee based on conversations with the Institute’s Investment Counselor. It was clarified that the alternative investment strategy was a low-risk option that will assist the Institute in times of volatile market conditions.

   Dave Davis moved the motion; seconded by Kirk Buffington. Motion carried.

6. **Discussion on NIGP Representation as Speaker at the Dominican Republic Conference**

   Rick Grimm reported on the nominees to date. No additional names were forwarded by the Board. Ken Koester mentioned that the Executive Committee will discuss this selection at their meeting following the Board teleconference.

7. **Other Board Initiatives**

   Kirk Buffington queried on Forum updates. Carrie Rawn mentioned that the Expo floor space has been expanded based on demand; but once this additional space is sold, the Institute will technically be sold out on Expo space. Carrie also discussed the attrition liability in light of the fact that another convention is moving into the Gaylord with a show start on Monday (the last day of NIGP’s Forum). She reiterated that if the hotel is sold out for any evening, NIGP will not pay any attrition penalty for that day.

   Stephanie Creed mentioned that she enjoyed the President/CEO Symposium produced by ASAE last week and encouraged future Presidents to attend the Symposium.

8. **Closing Comments from:**

   - Ken Koester, NIGP President
   - Judy Meisel, Region 10
   - Dave Davis, Region 12

   Ken Koester expressed his appreciation for the help and support he received from the Board and staff during his term as presidency.

   Judy Meisel thanked the Board for the opportunity to serve and mentioned that her time was both fun and meaningful as she developed friendships that will continue.

   Dave Davis mentioned that the Institute has been very helpful in building a profession in the State of Washington; as evidenced by the
| 9. Adjournment          | Stephanie Creed moved for adjournment; seconded by Keith Glatz.  
The meeting was adjourned at 11:48 AM |
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<td>fact that Seattle will host the 2012 Forum. He also mentioned that he is looking forward to continued service to NIGP in new capacities.</td>
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