**NARPM – Alameda/Contra Costa**

**Board Meeting Minutes – May 15, 2014**

**Location:** Massimo Restaurant – Walnut Creek, CA

**MEETING CALLED TO ORDER:**

Cameron Riegel called the meeting to order at 10:45 a.m.

**TOPICS:**

* ***Presentation:***
  + Deborah Bailey to receive plaque for receiving her RMP.
* ***National and Regional Teleconference:***
  + Cameron met with National and Regional regarding member and non-member affiliates regarding presentations. It was determined that presentations do not have to be done by a national member. This was in regards to the legal updates.
* ***NARPMA/CC Compliance:***
  + Cameron provided an update on our chapters NARPM Compliance. We are 100% compliant and will get back $10/person.
* ***September Speaker:***
  + The Motivational speaker for September will be Dennis Erokan: How to Become Famous in Your World!
* ***Vendor Presenters and Table Top:***
  + *Fritz is still flushing out vendors for presentations*.
  + Fritz presented the idea of allowing non-member affiliates an opportunity to present at the upcoming Vendor Table Top for a fee of $125.00. This fee does not include lunch. A motion was made to approve. The board approved the motion.
* **General:**
  + Jackie requested an update on the Treasurer status. Sheila has been in contact with Ellen, who is still currently handling the treasurer’s duties and responsibilities. All were advised that our non-profit status has not been reactivated with the Secretary of State. Cameron has requested that *Ellen follow up with where we are with this issue*. *Cameron, Ellen and Sheila will meet to review the books and get them over to Sheila*.
  + Jackie requested that we add “Wants and Needs” to our monthly meetings.

**REVIEWED ACTION ITEMS AND NEXT STEPS:**

Meeting Adjourned at 11:15 a.m.

**Action Items/Next Steps:**

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| **OPEN ACTION ITEMS** | | | |
| **Date:** | **Resp.** | **Item** | **Complete** |
| 5/15/14 | Ellen | Check on the status of the chapters Non-Profit reactivation with the Secretary of State. |  |
| 5/15/14 | Cameron  Ellen  Sheila | Meet to review the chapter books and discuss non-profit reactivation. |  |
| 3/20/14 | Fritz  Cameron | Need to schedule Affiliate Vendor speakers for 2014 |  |

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| **2014 COMPLETED ACTION ITEMS** | | | | | |
| **Date:** | **Resp.** | | **Item** | | **Complete** |
| 3/20/14 | | Ellen | | Follow up with food service for 2015 for Dublin Holiday Inn. | *Completed* |
| 3/20/14  2/24/14 | | Ellen | | Contact the hotel to have food serve set up no later than 11:25 a.m. | *Completed* |
| 3/20/14 | | Kris  Sheila  Carolynn | | Locate new location for meetings in Contra Costa for 2015. Minimum size room 40 but to accommodate 65 attendees. | *Completed* |
| 3/20/14 | | Cameron | | Purchase the gift cards for CalNARPM Conference | *Completed* |
| 2/24/14 | | Jackie | | Follow up with Bruce to obtain passwords for all IT accounts. | *Completed* |
| 3/20/14  2/24/14  11/7/13 | | Jackie | | No response from Ray. Found new speaker, John Coleman to speak.  Follow up with Ray Scarabosio to see if he is available to speak in June.  Contact Ray Scarabosia to see if he can fill the June slot – topic to be determined. | *Completed* |
| 2/24/14  11/7/13 | | Ellen | | Confirmed. Moved to speak in May  Check with David Block of Block Environmental to see if he can be moved to speak in May or maybe June depending on Ray Scarabosio’s availability.  Contact David Block of Block Environmental for filling the April slot – topic to be determined. | *Completed* |

Attachments:

1. Revised Calendar of Events