MEETING MINUTES

The Board Meeting of the Greater Miami Chapter of NIGP was called to order at 5:25 p.m. on April 9, 2012.

TREASURER:
Joan went over the Treasurer’s Report for the month of February, 2012, reflecting an ending balance of $85,934.64; and for the month of March, 2012, reflecting an ending balance of $86,162.79.

PRO-D:
Leida went over the training calendar and cost analysis for the 3, 2, and 1 day courses.

AWARDS:
Carol expressed a concern about not having the required information to timely submit the Chapter of Year application to National. She went over some of the missing information and asked for assistance from those present by forwarding to her any information/documentation they can find.

PROGRAMS:
After discussion regarding the amount of gratuity to pay the Village Stand for their catering services at the Purchasing Month Event, Tom made a motion to pay their full invoice amount without gratuities, but to offer instead a booth on Vendor Row at the Reverse Trade Show, seconded by Rona. Motion passed.

REVERSE TRADE SHOW & GOLF TOURNAMENT:
- Mari gave an updated directory to Mohammad to give to PRIDE for the CDs they would be sponsoring.
- Rona advised she would reach out to Zephyrhills for possible sponsorship of the golf shirts in the amount of $1500.
- Joan advised she would call National for information regarding insurance for the Show.
- Yadissa advised she had reached out to a Spanish radio station to promote the show.
- Brian, Mari, and Purchasing Outsource agreed to meet at the City of North Miami Beach. Date to be determined.
- MetLife is providing the bags.
- Early registration was set to April 30, 2012.
- Agreed to hold a Trade Show meeting weekly from now on until the event.

Meeting adjourned at 7:25 p.m.
Minutes Submitted by: Maritza Suarez, CPPB, FCPA
Approved: September 17, 2012