OPENING:
The Board Meeting of the Greater Miami Chapter of NIGP was called to order at 5:20 p.m. on June 16, 2014.

NATIONAL FORUM:
Mari reminded those going to Forum to go ahead and secure their airfare as the rates are starting to go up. She further shared some highlights from the last Board Meeting, including that it was agreed to have a debit card (two cards) with a limit of $500.00 to be used for miscellaneous expenses the Chapter incurs, thus avoiding the use of personal out-of-pocket money.

2014 REVERSE TRADE SHOW:
Joan provided some suggestions/tips for future shows:

- Confusion with the word “vendor” and use “businesses” instead of vendors.
- On-site registration fee at a higher cost.
- Securing workshop cost ahead of time and execute a contract with the instructor.
- Revisit refund policy for cancellations as the event gets closer.
- Shorter lapse time between trade show and workshop.

TREASURER:
Joan advised she did not have the report for the month of May, 2014 with her, but would e-mail it to everyone tomorrow.

PROGRAM:
Yadissa indicated that she was able to secure Ken Robertson, with Jackson Health Systems, as the speaker for the next General Meeting scheduled for September 19, 2014. The topic would be regarding “construction”. She further indicated that she was looking into securing the Lummus Park as a possible location.

PRO D UPDATES:
Vivian was not present. Mari indicated that both the June class for “Legal Aspects” and the July class for “Negotiations Strategies” had been cancelled.

After some discussion, it was determined that we should increase advertisement/flyer notifications for upcoming classes. Mari will give Maria access to the backend so that she can send out notices of classes.
COMMUNICATIONS
Ana handed out a draft of the newsletter. After some discussion she agreed to reach out to Josh and to Vivian for their input. She further indicated that she would like to send it the final version by Friday of this week.

HONORS & AWARDS
Theo indicated he had received a scholarship re-imbursement request from Beth Goldsmith to pay for her NIGP certification fees.

Carol made a motion to approve $200 re-imbursement. Alex seconded the motion. All in favor. Motion passed.

Extensive discussion ensued regarding the use of the scholarship program to pay for certification costs as opposed to for actual education. Andrew had no objection; however, he raised some concern of possible issues that might arise, since Miami Dade County does provide differential pay to their employees holding certification.

Carol noted that the inclusion re-imbursements for certification and re-certification, with a dollar cap, was a budget approved item at the beginning of the year. Mari further indicated that due to the lack of requests received in the past for scholarship re-imbursement, expanding the program to include certification and/or recertification costs would further benefit the membership’s needs.

Andrew suggested that a way for the chapter to utilize their funds towards education would be to hold a raffle to pay for a class that we might be short of attendance and thus avoid its cancellation. Maybe give away several of these a year. Carol suggested to include this topic at a future meeting for further discussion.

Theo suggested that the deadline to submit the VVH form be changed to the end of the year. After some discussion, all agreed.

MEMBERSHIP
Josh was not present. Mari indicated that there was currently 182 active paid members, 49 active, but not paid members.

CHAPTER RELATIONS
Alex indicated he would provide a full report at the next Board meeting.

BYLAW
Andrew indicated he had reviewed the Chapter By Laws. He went over some of the changes he would be recommending. After some discussion, he agreed to send a draft to all Chairs for their review and suggested changes for possible amendments.

PRINCIPLES & PRACTICES
Beth indicated that National has two new draft principles that came out for liaisons to comment on were: 1) Cooperative Purchasing, and 2) Forecasting. She further indicated that her deadline to provide her feedback to National was June 26, 2014.

NEW BUSINESS:
Mari indicated that as previously discussed at a prior meeting, the chapter would be providing food at future Board meetings. She further asked that attendees make sure and register for the meeting, to have a count and be able to plan accordingly.

Meeting adjourned at approximately 6:28 p.m.
Minutes Submitted by:  Maritza Suarez, CPPB, FCPA
Approved:  7/30/2014