MEETING MINUTES

Location:
City of Miami
444 SW 2nd Avenue
Miami, Florida

President: Rona Sandler, CPPB
Vice President: Brian O’Connor, CPM, APP
Treasurer: Joan Chin Nuke, CPPO (no present)
Secretary: Maritza Suarez, CPPB, FCPA
Immediate Past President: Tom Blaine, CPPO (not present)

Other Members Present:
Carol McPatrick
Mildred Slocum
Marianela Betancourt

Action Items:

<table>
<thead>
<tr>
<th>Task</th>
<th>Person Responsible</th>
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<tbody>
<tr>
<td>Marketing for 2012 Trade Show at SE Chapter Show</td>
<td>Brian</td>
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<tr>
<td>Reach out to the Spanish Monastery for March event</td>
<td>Brian</td>
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<td>Newsletter issued by December 31st.</td>
<td>Mildred</td>
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<tr>
<td>Create/oversee “Telephone Committee” to reach out to membership and remind of upcoming Events</td>
<td>Dee Dee</td>
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</tbody>
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OPENING:
The Board Meeting of the Greater Miami Chapter of NIGP was called to order at 5:35 p.m. on November 16, 2011.

MINUTES FROM LAST MEETING
Minutes from all past meetings to be uploaded to the website.

TREASURER
Joan was not present

OLD BUSINESS
Brian agreed to conduct some marketing for our 2012 Reverse Trade Show during his attendance at this year’s SE Chapter Reverse Trade Show.
Rona indicated the need to have our website set-up for next year’s show registration.

PRO-D
Leida was not present. Discussion regarding next year’s schedule and the need to coordinate with the SE Chapter to not repeat courses.

PROGRAM
Brian suggested the idea to have a Trade Show Day with the different Coop Groups perhaps to take place during March as a Purchasing Month event. The idea of having an evening affair with wine/cheese was discussed. Brian indicated he would reach out to the Spanish Monastery as a possible venue.

MEMBERSHIP
Ramon was not present. Membership count is up to 164.

BYLAWS/GRANT
Jill was not present

COMMUNICATIONS
Mildred was asked to have a newsletter ready and out by December 31st.
HISTORICAL COMMITTEE
Dee Dee advised the history conversion was not completed yet. Dee Dee came up with the idea to form a telephone committee that would be in charge of calling the membership to remind of upcoming Chapter events and encourage registration. All agreed it was a great idea and Dee Dee was asked to head the committee.

HONORS AND AWARDS COMMITTEE
Carol went over the Chapter of Year submittal requirements. Discussion ensued regarding the possibility of having a less complex and shorter version of the application for awards at the Chapter level that would perhaps help identify candidates for the national awards. Carol advised she would set-up a follow-up meeting in January.

CHAPTER RELATIONS
Tom was not present

NEW BUSINESS
Rona indicated that “member in good standing” criteria should be the first order of business for the next meeting.

Meeting adjourned at 7:00 p.m.
Minutes Submitted by: Maritza Suarez, CPDP, FCDA
Approved: 12/8/2011
