

IIDA September Board Meeting - 09.03.09 4:00 PM

Attendance:

Stephanie Hosier
Jay Reyhons
Alissa Lemke
Leigh Wiand

Caitlin Ward
Jacky Raymond
Jennele Svoboda
Jamie Eckmann

Sara Mills-Ryan
Kathy Stavneak
Michelle Blunk

- Leigh Wiand motioned to approve the board retreat minutes. Jacky Raymond seconded the motion.
- Jay Reyhons reviewed income and finances received from the book keeper.
 - Quarterly reports will be sent out to each board member.
 - If there are any questions in regards to the reports please address them to Stephanie Hosier.
 - Account total to date is \$11,686.
 - Jay is working on investing the majority of the Chapter's funds with Community State Bank.
 - Jay mentioned that the chapter now accepts American Express.
- Stephanie Hosier mentioned that board meetings will change from how they were ran in the past.
 - The Vice President positions will report on all city center news at each board meeting.
 - They will give monthly updates and keep track of sponsorship so that we do not overlap donation requests for each city center's events.
- Leigh Wiand mentioned there is increased student membership in all three city centers.
 - Student liaison's named for each city center:
 - Serena Zwanziger will serve as the student liaison for UNI.
 - Alese Van Hollad will serve as the student liaison for the Iowa City area.
 - Omaha student liaison TBD.
 - All liaisons will report to Alissa Lemke, Student Member Director.
 - Note 09.16.09:
 - Adrienne Nelson will serve as the student liaison for Iowa State
 - Penny Johnston will serve as the student liaison for the Lincoln/Omaha area.
 - Stephanie Hosier to Abby Yosch in regards to visiting UNI from the IIDA Minnesota Chapter.

- Headquarters are urging each IIDA Chapter to do a membership drive.
 - Des Moines city center has scheduled a membership event for September 26, 2009: ISU vs. Army tailgate event in Ames, IA.
 - Event to include student members.
 - Ideas include:
 - Busing members from Des Moines to Ames and back.
 - The event will be BYOB and the chapter will provide the food.
 - Discussion was heard in regards to having a raffle to give away an IIDA membership.
 - Jay Reyhons mentions membership fees could be covered by the Chapters value fund.
 - Discussion was heard as to incorporate all three city centers in the raffle.
 - Discussion was heard to have a raffle for existing members who bring prospective members to the event.
 - Leigh will provide information on the payment plan option for membership renewal at the next board meeting.
 - Members can expect to see three renewal reminders over the next few months.
 - Leigh mentioned that there will be a city center meeting in mid September.
- Jamie Eckmann discussed previous and upcoming events for the Omaha city center:
 - The August event, Cruise for a Cause, went well. They had a great live auction, good attendance, and good weather.
 - It provided a good opportunity to talk and educate on what's going on with the legislation in Nebraska.
 - The next event is a CEU set for September 25th at Allmake.
 - The event is at 4:30PM with a social beginning at 4PM in hopes of increasing attendance.
 - The event is sponsored jointly by IIDA and IFMA.
 - The event will be presented by Allsteel.
 - The Trick or Treat tour is scheduled for October 15th.
 - Sara Mills-Ryan mentioned the Eastern Iowa city center is planning on meeting soon to plan out upcoming events.
 - Michelle Blunk mentioned the Eastern Iowa city center has scheduled a CEU event for September 23rd at the Hon Facility.
 - Kathy Stavneak had no current updates to share.

- Stephanie Hosier requested calendar of events and contact information from each committee member so that she and Jennele Svoboda are able to update the Chapter website.
 - Stephanie mentioned that general website information can be sent directly to Jennele. And to plan on a one week turn around for website updates unless you stress otherwise.
 - Nicole Boesen is working on by-laws for the chapter handbook and should have a rough draft for the October board meeting.
 - The IRS requested that the chapter add policies and procedures to our handbook.
 - Jennele is currently working on a newsletter format.
 - Stephanie mentioned that she is currently in the process of working on a Great Plains Chapter “tag line” and is open to input and suggestions.
 - Discussion was heard to have a board member Winter retreat sometime in February.
 - Discussion was heard that the next CLC retreat is scheduled for January 29-31.
 - Chapter tax returns have been sent out for IIDA board review.
 - Stephanie requested fundraiser experience and suggestions in regards to planning the Des Moines city center Design Montage next Spring.
 - Updates from the most recent CLC Conference Call:
 - Legislative grant forms are due early November.
 - Discussion was heard in regards to LEED & NCIDQ tuition reimbursement.
 - New IIDA graphic standards will be coming out soon.
 - **The next board meeting is scheduled for October 1st at 4PM.**