

**MOCAP Chapter Board of Directors**

**Board Meeting Minutes –October 10, 2019 –**

**Capitol Plaza, Jefferson City, MO**

**Members Present** (A quorum was present)

Jim Jirik Debbie Davis Tina Dillon Maurine Hill

Lorie Jaegers Melissa Adams Lance Utley

**Members Excused: Terra Crane Jennifer Jorgensen**

**Guests:**

Melissa called the meeting to order at 9:15 a.m. Central Standard Time.

1. **Decisions Made**
2. The August financials were approved.
3. **Action Items / Delegated Tasks**
4. Lorie will purchase lottery tickets for lottery tree to be raffled at Holiday Extravaganza.
5. Melissa to email notes from Presidents Call.
6. Melissa will send email to all chapter members stating cancelation, no shows and late RSVPS policy
7. Cancelation, no show, late rsvps policy to be updated

III. **Reports / Announcements / Discussion**

1. The board reviewed the current timeline.

October notes:

10/10 meeting - Quarterly Recognition will be announced during HE (Lee Bunch – Jul Aug Sep 3rd qtr)

10/18 Poker Stroll

November notes:

Nov 8 – HE, SGMP Board Meeting at noon

Need to send Thank yous after the HE

Sam Gilmer award comes out end of Nov and due approx. Dec 5

1. Discussion of T-shirts for NEC- Lorie purposed to send the idea to the national board for approval- Maurine said they want to see the design and know where the money goes.

Maurine purposed to figure out the design and then send to Nat’l. Jim Suggested something like the sticker. (no decision)

Also have Nat’l do a survey of who would purchase the T-shirt and see if it’s worth selling them.

1. HE: Discussed Lottery Tree for HE- Use a deck of cards and Lorie to purchase tickets and be reimbursed the night of the HE out of the proceeds. The board forgot to hold money out after the BUNCO.
2. Programs: 1st half of year full- need Sept Oct & Nov to finish scheduling 2020

June 2020- Honors and awards and small NEC recap

1. Scholarship: Discussion on NEC Scholarship to encourage everyone to apply- Jim Suggested to see who has attended meetings this year and to add up those member’s points and to email them and encourage them to keep working for more points to apply for the scholarship- not acted on and consensus was to keep doing what the board has been doing and remind everyone per usual.
2. Treasurers Report: Review Receipt for Monthly Education Meeting Policy- No shows and cancellations pay the fee. 1st time guests are no charge. Cancels no shows and late RSVPS for planners are $5 for fee and $5 for late fee. Suppliers are their normal fee plus $10. It was decided to stick with the policy- and the charge will be Regular Fee plus the cost of the meal (up to $18.50- whatever the cost of the meal is for the meeting that is in question). Send invoice within 5 days of meeting in question

Each board meeting- review status of invoices from previous board meetings

1. Charity/Fundraising – Jim reminded everyone of coat, hat and glove drive today and poker stroll on 10/18/2019
2. Meeting adjourned at 10:27 am.

The next board meeting will be at 12p.m. at Margarittaville, Lake Ozark on November 8, 2019.

(Minutes prepared by Terra Crane)