

**MOCAP Chapter Board of Directors**

**Board Meeting Minutes –November 8, 2019 –**

**Margaritaville, Lake of the Ozarks**

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

Jim Jirik Debbie Davis Maurine Hill

Lorie Jaegers Melissa Adams Terra Crane

**Members Excused:** Tina Dillon Lance Utley Jennifer Jorgensen

**Guests:** Anette Wallace

Melissa called the meeting to order at 12:05 p.m. Central Standard Time.

1. **Decisions Made**
2. The October financials were approved. Balance $13,097.06 plus $1,002.99 CD
3. Board approved paying for supplier board members registration and lodging for 2019 NEC
4. **Action Items / Delegated Tasks**
5. Annette will ask nationals about expectations of NEC host chapter.
6. Jim will design t-shirt for NEC
7. All board members asked to think of charity for NEC and Melissa will contact for additional information and details.
8. Melissa to announce scholarship information at Holiday Extravaganza
9. Melissa to send e-mail to members to request articles for the newsletter
10. Terra will send thank you notes to sponsors and silent auction donors after the Holiday Extravaganza event.
11. Terra will print quarterly recognition award certificate for Lee Bunch

III. **Reports / Announcements / Discussion**

1. The board reviewed the current timeline.
2. Treasurers Report: Need to make sure debit cards are not able to withdraw cash from ATMs. Check with bank to make sure this is in place.

Chapter is not able to invoice/set up payment based on individual budgets and timelines. All invoices/payments are set.

1. Programs: hosts and sponsors have all been secured for 2020 except for the month of June
2. Membership: 78 members, All Star Circle program has begun. Chapter recognition and individual award given out.
3. Nominations & Elections: reminder that next year is an election year.
4. NEC Update: Still trying to figure out what is expected of chapter hosting NEC. Need to decide on a charity.
5. National Update: t-shirt idea has been approved. The design needs to be approved. Add charity logo to tshirt and discuss pricing.

Need to encourage all planner members to apply for national NEC scholarship.

National SGMP bylaw changes will be voted on in January. There was a change to contract planners. With this change contract planners will be considered suppliers and associate suppliers will be eliminated.

New ethics form needs to be signed and turned in for board replacements.

Need to have the SGMP Executive Director on the signature card for bank, but bank will not allow electronic signature so Melissa will let nationals know of this issue.

January 17-18, 2020 – President & 2nd VP will be attending JLM and will meet with St Louis CVB to discuss NEC.

1. Charity/Fundraising : Bake sale is December 12th.
2. Meeting adjourned at 1:42 p.m.

The next board meeting will be at 9 a.m. at the American Legion in Jefferson City on December 12, 2019.

(Minutes prepared by Terra Crane)