

**MOCAP Chapter Board of Directors**

**Board Meeting Minutes –May 9, 2019 –**

**Drury Plaza, Columbia, MO**

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

Tina Dillon Lance Utley Jim Jirik Debbie Davis

Lorie Jaegers Terra Crane

**Members Excused: Melissa Adams**

**Guests: Annette Wallace**

Lorie called the meeting to order at 9:06 a.m. Central Standard Time.

1. **Decisions Made**
2. The April financials were approved totaling $15,280.76 plus $1,001.99 CD.
3. **Action Items / Delegated Tasks**
4. Terra will send nominations for planner of the year and supplier of the year to the board for a vote.
5. Terra to work on list of individuals for attendance awards.
6. Terra & Lorie will work on June Awards Program and script.
7. Annette is going to show Debbie the monthly treasurer form.
8. Lorie will conduct inventory of chapter assets.

III. **Reports / Announcements / Discussion**

1. The board reviewed the current timeline.
2. Board retreat today at 4pm at the Lodge of Four Seasons – Lake Ozark.
3. Position for planner director is vacant. Prospects: Jennifer Jorgensen
4. Membership – 38 planners, 33 suppliers, 8 retired. Next membership call is May 22. Melissa Adams, Jennifer Jorgensen, Nicole Kever Torres are in the drawing for bringing guests this quarter. Drawing at luncheon. Need to make sure staying on top of replacing members that have left.
5. Communications report – Chapter newsletter due by May 20th – need to encourage members to be involved. Newsletter article opportunities will be brought up at every monthly chapter meeting.
6. Taste of Missouri to be held on August 6th at Capital Bluffs Event Center from 4-7pm featuring food and beverage and networking. $20.00 per planner (discussed looking at policy regarding suppliers paying for planners)
7. Programs – Need program for September – send suggestions to Melissa
8. Charity/Fundraising – Jim will lead Bunco prior to Taste of Missouri. Jim and Lance to work on creating Poker stroll fundraiser for fall. Discussion on raffle tickets for the Charity/Fundraiser was tabled until the board retreat.
9. Hospitality – Square is not working today but should have a new one by next meeting. Need to have a discussion on late fees at the board retreat.
10. Maureen Hill has been asked to come back as immediate past president.
11. Meeting adjourned at 10:15 am.

The next board meeting will be at 9 a.m. at American Legion in Jefferson City on June 13, 2019.

(Minutes prepared by Terra Crane)