

# IDAHO PUBLIC PURCHASING ASSOCIATION

## BOARD MEETING MINUTES

August 12, 2008

Board Members Present: Bonnie Sletten, Tina McBride, Bob Perkins, Diane Morrison, Bob Kobza,  
Keith Watts

Board Member Absent: Cathy Grisham

- ① Review of Meeting Minutes: Bob Perkins led the group through a review of meeting minutes from May 21, 2008. Some changes were made at the suggestion of Bonnie Sletten to attached amendment of e-mail. Motions for approval by Bonnie Sletten, second by Diane Morrison, the revised minutes were approved.
- ② Treasurer's Report: There was no Treasure's Report from Bob Kobza.
- ③ Newsletter: The September 2008 newsletter needs articles. Member profile this newsletter will be Bonnie Sletten. Keith Watts will submit an article on the NIGN Conference in North Carolina. Bob Perkins will submit an article on the DEQ Award. Tina McBride will submit an article on the Dinner Meeting/tour held at the Boise Water Shed. Diane Morrison will submit an article on the Webinar held Boise City Public Works. Tina McBride will submit an article held by Boise City Purchasing. Bob Perkins will submit details of the Seminar to be offered by IPPA. All articles will need to be submitted to Tina McBride ([tmcbride@cityofboise.org](mailto:tmcbride@cityofboise.org)) by August 27<sup>th</sup>. Target publishing date for the September newsletter is September 5<sup>th</sup>.
- ④ Seminar: Bob Perkins stated that we could sign a contract for a year to use the NIGP system for sign-up. Chapter can determine the flexible rate to allow a percentage of income for hosting the seminar and include the snacks offered during the seminar. The Board discussed seminar possibilities and determined to hold a one-day seminar in the fall (Thursday in the first week of November) to get our "feet wet". The seminar title will be Managing Your End Users and Suppliers. Depending upon the success of the one-day seminar, IPPA may host a two or three-day seminar in the spring (possibly March). It was discussed to earn a 10%. Motion to approve by Diane Morrison and seconded by Keith Watts.
- ⑤ Dinner Meeting: The next Dinner Meeting is scheduled to meet in October. It was discussed to move the meeting to November 5<sup>th</sup> (the evening before the one-day seminar) and invite the seminar speaker to be the guest speaker at the Dinner Meeting. The suggested sites for the Dinner Meeting are: Kopper Kitchen, Quik Wok, Casa Mexico.

We are due to have Dave Davis, representative from Region 12 and a board member are due to visit IPPA. It was discussed to get them up for our Purchasing month meeting in March.

- ⑥ Chapter Financial Reporting Form: During the NIGP Conference Tina McBride received a notice for IPPA to complete the Chapter Financial Report. Tina McBride completed the form as much as possible then sent it to Bob Kobza and Bob Perkins to complete and return to NIGP.
- ⑦ IPPA Calendar: The IPPA calendar will updated by Bob Perkins. Bob will also work on the 2009 calendar for discussion at the next Board meeting.
- ⑧ Next Board Meeting: The next IPPA Board meeting will be on November 18, 2008. Location is to be determined.

Meeting Adjourned at 1:15 p.m.

Note: Other purchasing organization functions in October include the Pacific Northwest Conference for 3 days on the coast and Project Management through NAPM. In March other functions include a Mock Trial by NAPM.