

**CCMFOA Board Meeting
March 15, 2022**

I. Call to Order

The Tuesday, March 15, 2022 Board Meeting was called to order at 5:03 p.m. by President Celyn Hurtado. Those present were: Celyn Hurtado, President (Garden City); Elizabeth Kelley, Vice President (Overland Park); Heather Hillegeist, Secretary (Lincoln); Denise Duerksen, Treasurer (Newton); Amelia Blackwood, (Clay Center), Alicia Hidalgo (Liberal), Hanna Eilert, (Osborne), Jami Downing, (Stafford), Teresa Whitaker, (Pleasanton), Karen Weltmer (Hutchinson). Also present from Wichita State University was Morgan Barnes, Institute Director.

II. Approval of Minutes

Denise made a motion to approve the Board Meeting minutes of October 28, 2021 and the Special Remote Online Meeting minutes of January 7, 2022 and February 28, 2022. Jamie seconded the motion, which passed unanimously.

III. Review of Treasurers Report (October – February) – Denise Duerksen

Denise provided a financial report for October 2021 – February 2022. The beginning balance of the checking account was \$150,687.98. Income has been \$43,570.00. Expenses were \$9,236.46. The ending balance was \$185,021.52. CCMFOA also has a CD that will mature 11/19/23 that currently totals \$42,667.55 and a second CD that matures 12/30/22 that currently totals \$31,863.64. Total Association funds are \$259,552.71.

IV. Old Business

A) Report by Institute Director – Morgan Barnes

1. 2022 Projected Budget – Institute and Academy

Morgan provided a report on November actual costs and revenues, along with a draft of Spring Conference draft financials. Institute 2021 showed a profit of \$1,910.96 and Academy a loss of \$11.62. All profit will be CCMFOAs due to the new contract. Morgan explained the food and drink costs continue to rise.

2. 2021 Institute & Academy Evals and Financials

The evaluations will be reviewed and discussed at the June Board Meeting.

3. 2022 Projected Budget - Spring

Morgan's predictions for the 2022 Spring Conference are showing a loss of \$3,470.83. Morgan reminded the board that CCMFOA has a reserve account at WSU with a balance of \$8,041.19.

V. New Business

A) Proposal for Website Revamp & Additional Services from PPMC – Morgan

Morgan presented a proposal from Public Policy and Management Center (PPMC) to the board for discussion. PPMC would work as project manager and point of contact for the financial management, website development, website administration and professional development activities. PPMC would create and online payment product, development a new website and maintain the website under the supervision of the board. This project is broken up in Tasks and expenses are by the year. The first year would cost \$8,549.00 for Financial Management, Website Development and Administration and Professional Development (Athenian). The next two subsequent years would cost \$2,993.00 each for the continued financial management and website administration. After discussion, Jamie made a motion to accept the proposal as submitted. Alicia seconded the motion, which passed unanimously.

B) 2022 Institute & Academy Scholarships – Celyn

The board discussed that the CCMFOA Policies states that the number of IIMC Institute Scholarships to be awarded would be decided at the Spring Conference. The Academy Scholarship is set for one recipient. After discussion, Elizabeth made a motion to offer eight (8) institute scholarships and three (3) academy scholarships following the policy for the amount of reimbursement for the 2022 Fall IIMC sessions. Denise seconded the motions, which passed unanimously.

C) Vendor Fair Update – Heather Hillegeist

Heather advised that there will be 40 vendors at this years Vendor Fair. The total funds raised through the fair (booths and sponsorships) are \$28,470.00.

D) Thursday Night Event Update – Heather & Morgan

Heather reported that the theme of “Roaring 20’s” and “1 Piano 2 Much Fun” would be starting with dinner at 6:30 p.m. and entertainment at 7:30 p.m. Heather would need some help decorating for the event.

E) 2022 Spring Conference Scholarship Recipients - Denise

Denise reported she had given out three (3) 2022 Spring conference Scholarships and they were awarded to: Shellie Barker, Santana; Dorine Schley, McFarland; and Brandy Tiller, Fowler.

F) Review of Board Job Duties and Responsibilities

Celyn reminded the board we need to read the CCMFOA of Kansas handbook as the board had missed some policies that we should consider looking at again.

G) Committees

1. Education/Program Planning Committee – Elizabeth

Elizabeth reported there will not be an Education/Program Planning Committee meeting Friday following Spring Conference. Spring Conference evaluation will be reviewed at the June Board Meeting.

2. Nominating Committee – Karen

Karen presented the slate of officers to be appointed during the Thursday Business Meeting: Immediate Past President – Celyn Hurtado (Garden City); President – Elizabeth Kelly (Overland Park); Vice-President – Heather Hillegeist (Lincoln); Secretary – Denise Duerksen (Newton); Treasurer - Amelia Blackwood (Clay Center); Board Members – Alicia Hidalgo (Liberal); Hanna Eilert (Osborne); Jami Downing (Stafford); Teresa Whitaker (Pleasanton); Karen Weltmer (Hutchinson) and Eric Strimple (Olathe).

H) Central National Bank Resolution for Authorized Signatures – Denise

Each year the board must approve a resolution for authorized signatures with Central National Bank. Karen made a motion approving the resolution, seconded by Alicia. The motion passed unanimously.

I) Reports from Board Members

There were no reports offered by Board Members.

VI. Announcements

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| A) IIMC Conference – May 91-25, 2022 | Little Rock, Arkansas |
| B) Athenian Dialogue – A Choice of Weapons – March 24, 2022 | Virtual |
| C) Athenian Dialogue – The Power of a Graceful Leader – June 17, 2022 | Virtual or Wichita |
| D) Institute & Academy – November 14-16, 2022 | Wichita Marriott |

Denise made a motion to adjourn at 6:57, seconded by Teresa. The motion passed unanimously.

Respectfully submitted,
Heather N. Hillegeist, CMC, CCMFOA Secretary