



**INDEPENDENT  
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**IPSSA Board of Regional Directors Meeting**  
Minutes for August 8, 2020  
Zoom-Meeting

***BORD Members Present:***

David Hawes, Region 1  
Terry Snow, Region 3  
Michael Denham, Region 5  
Michael Harris, Region 7  
Becky Clayson, Region 9  
Todd Starner, Region 11

Manuel Margain, Region 2  
Adam Morley, Region 4  
John Dixon, Region 6  
Michael Lee, Region 8  
Stan Phillips, Region 10  
Neal Holt, Region 12

***Contract Staff present:***

Rose Smoot, CAE, Executive Director

***Vendor Member Present:***

Ray Arouesty, Arrow/HUB Insurance Services

***Guest:***

Paulette Hester, Region 11 and Treasure Coast Treasurer

Noted, Todd Starner replaced Derric Raymond as the Region 11 Director, effective June 1, 2020.

**Call to Order and Anti-Trust Declaration:**

Holt called the meeting to order at approximately 9:03 a.m.  
Attendees were read Anti-Trust declaration.

**Consent Agenda:**

Holt asked for approval of the consent agenda. **MSC**

**Financial report:** Hawes reported on IPSSA financial standings.

- As of June 30, YTD actual the loss was less when compared to budget by \$63,971. YTD actual when compared to June 30, 2019, the loss was less by \$7,701.
- Changes to revenue (income) for 2020, IPSSA Inc receiving all of the membership dues. Last year and in the past, your membership dues, which were referred to as fees, were allocated to IPSSA Management Company and IPSSA Inc. The full \$165 per member is now going to IPSSA Inc.
- Expense decreased when compared to last year and budget due to, accounting fees, professional fees, BORD and Outreach travel. Travel expenditures were

less mainly because of the pandemic, COVID-19. Hawes stated that over the past few years, the Leadership Event averages around \$100,000 in expenditures each year.

### **Committee Reports:**

**Education Committee:** Hawes, reminded directors about the ED FUND Guidelines. Reimbursement from the fund must be submitted 90-days within class was taken. That information is printed on application and guidelines.

### **Executive Committee:**

- BORD was presented Matching grant application from Region 8. Lee, Region 8 Director, was asked to get more background information and present at the November BORD meeting.
- BORD MSC: November BORD meeting virtual in place of in person. At this time, gatherings are not allowed indoors, due to the pandemic, COVID-19.
- Leadership Event, more than likely, it will be a Hybrid Event.
- Chapters should resume meetings via electronic format, whether it is telephonic or virtual video meetings. No reason not to have meetings.

**Finance Committee:** Hawes informed the committee chairs about the 2021 budget and expectations of completion. Chairs to receive the budget worksheet by August 12, 2020.

BORD approved four policies MSC:

1. Reserve Policy- instrument that safeguards how reserve assets are used and replaced.
2. Reserve Investment Policy Statement: policy that dictates how funds are to be invested
3. Education Fund Investment Policy Statement: policy that dictates how funds are to be invested
4. Fiscal Management Policy & Procedure: policy that places internal controls on how IPSSA assets and liabilities are to be handled.

**Legislation & Regulation:** Snow reported that CPSA has entered into an agreement with PHTA to provide services. Snow reported that CMAHC a virtual event this coming October.

**Marketing & Communication Committee:** Phillips mentioned the Why IPSSA Brochure and having 5 message points printed for handouts.

**Membership Program Committee:** Harris updated the BORD about the membership series, which has had discussions on current membership requirements, benefits and the value of IPSSA membership. Committee is looking at PR consultants to update IPSSA membership messaging.

Membership program committee launched a survey, Friday, August 7 to entire IPSSA membership. Results of survey will be reported at the November BORD meeting.

**Old Business:** Denham discussed revision of the IPSSA Bylaws, Policy and Procedures and Standing Rules. Action item: EX COM, which serves as the administrative committee of IPSSA Board of Regional Directors, will put together a task force, which duties are to review and/or update the above mentioned.

**Insurance Report:** Arouesty reported on the claims from January 1 through July 7, 2020. Discussed legionnaire cases.

**MSC reached to adjourn the meeting at approximately 12:26 p.m.**