

## MINUTES

### May 14, 2009 – 1pm-3pm NAU Purchasing Department



In attendance: Carol, Bobby, Valerie, Mary, Becky, William, Kim,  
Candace, Nancy, Drake

Call In: Craig, Vicky, Michael, Lyle

1. Lyle called the meeting to order at 1:05 p.m.
2. Approval of April 2009 Minutes – 1<sup>st</sup> Candace 2<sup>nd</sup> Becky
3. Chapter election nominees:
  - President – Lyle
  - Vice President – Scott Richardson, Candace Schroeder
  - Secretary/Treasurer – none received
4. Chair Reports:
  - Treasurer – 4,296.48 in checking account
  - Education- no report
  - Outreach – no report
5. Chapter Forum:
  - It was suggested we meet in June to elect new officers and July to swear in the new officers, every other month thereafter.
  - Tom Peeler may be willing to do a problem solving presentation during one of our meetings. Craig may present “how to evaluate an RFP”. Other options were discussed, Lyle will send an e-mail listing options.
  - Kim suggested setting up webinar so a member would get credit. The priority order for selecting individuals would be (1) maintaining professional certification (2) obtaining professional certification
  - Bobby and Lyle will work on budget to send chapter president to nationals
  - Navajo county projects – banking bid, inmate calling bid, inmate food, mortuary services, HVAC replacement
  - Lake Havasu City will present their new procurement code to council, some of the changes include - more formalized process for exemptions, electronic advertising, surplus disposal, increase formal bid limit to 40K
  - Mohave had a list of projects that included - library book contract, HVAC bid due 5/14, awarded materials and building supply contract.
  - NAU projects – landscaping, lobbyist, window replacement, elevator maintenance, student information system for K – 12
6. Next Meeting will be on June 10, 2010 at the Flagstaff Unified School District- Bill will send information closer to the next meeting date.
7. Lyle called for adjournment – 1<sup>st</sup> Candace, 2<sup>nd</sup> Becky; meeting adjourned at 2:00 p.m.