

NIGP GRAND CANYON CHAPTER Meeting Minutes

DATE: February 14, 2008

HOSTING AGENCY: City of Flagstaff

ATTENDEES:

	Ann Marie Fisher	City of Flagstaff		Michael Savoy	Coconino County
	Annie Newton-Lawson	Mohave County	T	Nancy Colbaugh	MESC
T	Becki Roberts	Flagstaff Unified	P	Pamela DeYoung	Yavapai College
	Becky McGaugh	NAU	P	Pamela Lynn	Mohave County
	Benjamin Locklear	North County CHC		Patrick Brown	City of Flagstaff
	Carol Luckey	NAU		Renee Alanis	Yavapai College
T	Cindy Williams	Flagstaff Unified	P	Rick Compau	City of Flagstaff
T	Craig McKee	MESC		Robert Sedillo	Coconino CC
	Cris Parisot	Navajo County	T	Sara Yellowhair	Window Rock Unified
T	Dawn Foster	City of Prescott	P	Scott Richardson	Coconino County
T	Denise Finn	Yavapai College	P	Shirley Greco	City of Flagstaff
	James Menlove	Navajo County		Terri Williams	Mohave County
	Kimberly Aringdale	Flagstaff Unified		Tom Peeler	MESC
	Lyle Block	Lake Havasu City		Travis Lingenfelter	Mohave County
T	Mark DiBlasi	MESC		Valerie Barret	Coconino CC
	Mary Springer	Navajo County		Victoria Jackson	City of Flagstaff
P	Merrill Menta	Coconino County		Wayne Hertzog	Bullhead City
			P	William Brannen	Flagstaff Unified

P=Present, T=Teleconference

Note: As always, if I missed anyone in attendance, please email me at dawn.foster@cityofprescott.net

- ✓ March Meeting will be held on March 13th at Flagstaff Unified School District Boardroom from 1:00pm to 3:00pm.
- ✓ April Meeting not yet determined.
- ✓ May Meeting will be in Navajo County, location to be determined. Videoconferencing capabilities for those who cannot attend in person. Check with your county offices as all counties can videoconference together.

- 1) Meeting called to order by Scott Richardson at 1:05pm.
- 2) January minutes approved with correction regarding NIGP National forum discount. The discount applies to registration only, not the hotel.
- 3) Committee Reports and Discussions:
 - a. Education/Certifications/Award Committee
 - Contract Administration class in Kingman is confirmed by NIGP and has (10) registrants. Last day to register for class is Friday, February 29th.
 - Dispute Class tentatively scheduled for March 14th; email interest to Scott.

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- Requirements for Buyer and Manager of the Year at the National Level are quite extensive. Committee to develop our own requirements at the local level to be approved by the membership. These requirements are not listed in by-laws.
 - b. Membership Committee
 - The committee met to discuss recruitment ideas such as:
 1. Incentive Program - \$10 discount on member dues for each new member recruited (max. \$50 discount per member)
 - Scott to email the handout distributed by the committee to the membership
 - c. Finance Committee
 - Procrastinator Dawn has not provided the financial information to the committee members in order to file annual tax paperwork. Members will make sure she gets the Form 990EZ to fill out (hint, hint to Dawn).
- 4) Trade Show for 2009
- a. ISM '09 National Conference is scheduled for May 3rd through 6th – may impact our choice of month/date for our trade show (mid-April to mid-May).
 - b. Denise reports there is availability at Yavapai College for 110 booths however, our goal is closer to 40-50 booths.
 - c. Denise to find out any other expenses we may have to cover at Yavapai College. NAU may be able to host – what are their costs?