DATE: June 14, 2007
HOSTING AGENCY: Northern Arizona University

ATTENDANCE:

Aringdale, Kim       Jackson, Vickie       Richardson, Scott
Brannen, Bill        Jewett, Barbara      Roberts, Becki
Compau, Rick         Kelly, Jana          Sedillo, Robert
DeYound, Pan         McGaugh, Becky        Springer, Mary Jane
Fisher, Ann Marie    McKee, Craig          Williams, Cindy
Greco, Shirley       Parisot, Cris

DISCUSSIONS

1) By-Laws – The committee reviewed the draft of the By-Laws and made a few changes. The final draft will be e-mailed to all members with these meeting minutes for membership review. The By-Laws will be voted on for approval at the next Chapter meeting on July 12, 2007.

2) Constitution – In the last two meetings to draft the By-Laws, it was the members consent to amend the Constitution in order to move more procedural items to the By-Laws and just list the same in the Constitution. An approval to amend the Constitution will be voted on at the next Chapter meeting on July 12, 2007.

3) Regional Conference, October 22, 2007 – The Radisson in Flagstaff is not available for the Regional Conference in October. The Grand Ballroom is not available so there is not enough room for approximately 200 people. They are looking for another suitable location. Becky McGaugh will see if there is something available at NAU. Other possibilities were discussed such as Little America in Flagstaff, locations in Sedona and Prescott. Moving the conference to another date is probably not a possibility due to the main speaker already being scheduled and he has a very tight schedule. Barbara Jewett is trying to get the location secured in order to have flyers out by the end of July.

The Grand Canyon Chapter will assist in the Regional Conference. This may include legwork prior to the conference, but most help will be needed the day of for setting up, registration, directing individuals to the right rooms, etc. We will accept any volunteers to assist.
4) Committees – Volunteers were accepted for the three standing committees as listed in the Constitution and By-Laws. President Scott Richardson appointed chairpersons for each. We are still accepting any volunteers from the membership to serve on these committees. The committees formed are as follows for the upcoming fiscal year:

   a. Finance Committee  
      • Mary Jane Springer, Navajo County – Committee Chair  
      • Shirley Greco, City of Flagstaff  
      • Becky McGaugh, Northern Arizona University  
      • Jana Kelly, Camp Navajo – Treasurer Ex-Officio member

   b. Education / Certification / Awards Committee  
      • Ann Marie Fisher, City of Flagstaff – Committee Chair  
      • Bob Sedillo, Coconino Community College  
      • Pam DeYoung, Yavapai College

   c. Outreach Committee  
      • Rick Compau, City of Flagstaff – Committee Chair  
      • Craig McKee, Mohave Educational Services  
      • Chris Parisot, Navajo County

5) Other Discussions

   a. The 2008 National NIGP Conference will be held in Charlotte NC. The following year is scheduled to be held in our region and the City of Phoenix is putting in a bid to host it.

   b. We will not hold an August Chapter meeting due to the National Conference.

   c. We will start having at least phone conferencing available at all our future Chapter meetings for those that cannot travel to wherever the meeting is being held. Video conferencing is also available at some sites, and most county offices should have this ability. Mary Jane Springer will provide the officers with a list of County offices and their contact information so we can check on this issue.

   d. Thank you to Becky McGaugh for hosting this month’s Chapter meeting and providing lunch. President Scott Richardson wanted to ensure that everyone is aware if you host a Chapter meeting you do not have to provide lunch. Most agencies do not have the ability and it is not a requirement. We would like to allow all agencies to have the chance to host a Chapter meeting if they would like.
6) Next Meeting – The next meeting has been set for July 12, 2007 from 1 – 3 pm at the City of Flagstaff. The following issues will be on the next agenda:

   a. Request to approve By-Laws
   b. Request to approve amending the Constitution
   c. Present Budget for Fiscal Year 07-08
   d. Cooperative Purchasing

If anyone would like an item added to the agenda, please contact Jana Kelly, Secretary.

**MOTIONS**

Becki Roberts made the motion to adjourn. Mary Jane Springer seconded.