



## **KC APA Board Meeting**

Monday  
June 18, 2012  
4:30 PM

Development Initiatives Office  
140 Walnut, Suite 203  
River Market  
Kansas City, MO 64105

### **Meeting Minutes**

**Present:**

Amanda DeBrot  
Jim Potter  
Ryan McKay  
Doug Hermes  
Shannon Jaax  
Joe Rexwinkle

**Absent:**

Kathy Kem  
Jim Hubbell  
Diane Binkley

- a. Approval of Minutes – May. Joe Rexwinkle made a motion to approve the minutes and Jim Potter seconded the motion. Approved.
- b. Treasurer’s Report – J. Rexwinkle.
- c. Committee Activities
  - 2012 Bi-State Conference update. See Ryan’s notes.
    - Two notices for call for session have been sent. Session proposals are due July 15<sup>th</sup>. Responses back by August 10<sup>th</sup>.
    - Marketing. Erin has been sending out monthly teasers on the bi-state conference.
    - Registration—Seems to be set. May need to shorten reception time from 3 hours to 2 hours to cut costs.
    - Doug and Jim will approach MARC about sponsorship of conference. Shannon will follow-up with Greater KC chamber.

- Conference registration to be on website. Joe to set up separate PayPal **account** and send to Amanda.
- d.** Communications Committee – A. DeBrot/K. Kem  
Newsletter status – Items include:
  - Joe will send registration information to put on website.
  - 30% of newsletters are being opened.
  - Call for projects.
  - Law Event Save the Date in June.
  - Save the Date Webinar for July 20<sup>th</sup>
  - APA Audio Conference-Law
  - Sponsorship Info
  - Opportunities will be available for sponsorships at the conference.
  - Board meetings-Open for attendance.
  - Website updates
  - Signup for our conference will be through our (KC-APA) website. National would charge \$3 per person and a \$500 base fee.
- e.** Development Committee – J. Potter
  - Sponsorships-No updates
    - He has talked to some sponsors already and explained how their current sponsorships would be deducted from the bi-state conference sponsorships.
    - Joe will check with Erin to see if she has the Kansas program from last year.
- f.** Public Education/Outreach Committee – J. Rexwinkle
- g.** No updates.
- h.** Legislative Committee – D. Hermes & R. McKay
- i.** Had the action item on how to respond to the legislative process. January-March really is the legislative process mostly. Will prepare an article for Newsletter at that time and then as bills are introduced, and action taken. Perhaps another article in the Fall when any committee action is taken, if any.
- j.** Other Business
  - BMP Manual – S. Jaax/R. McKay/D. Hermes
    - Consultant understands that we are pushing it to the fall. She drafted up a contract and wants our feedback on that. Is asking for \$2000 up front, which should not be a deal breaker. Next step should be a meeting with Sara, Shannon, Ryan, and Jina Mariee over lunch.
    - Looking at doing a retreat after the bi-state conference for the BMP manual. Timing could be an issue because of Missouri board elections. Shannon will draft something to send to Ryan and Doug to send out to both chapters. Ryan will put together a list of home towns for board members and Shannon will do the same for Missouri to see if it would be easier to meet somewhere in the middle.
  - Internship Fair – S. Jaax sent out an email to all the participants to take a survey to get an idea to see how many internships it resulted in and ideas for next year.

- Elections – S. Jaax. Succession planning. Need a good core group on the development side. Jim may or may not always want to serve on this board. Won't be successful with just rebates from chapters.

**2012 Action Plan**

Have already talked on the main pieces. Need the board contact list. Diane is on vacation.

**k.** Adjourn 5:56

Next Meeting: Monday, July 16, 2012 at 4:30PM

**Respectfully Submitted**



**Kathy Kem**  
**KC-APA Board Secretary**