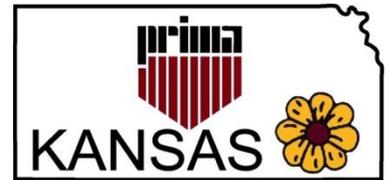


Kansas Chapter Executive Board

Meeting Minutes
January 22, 2013
Conference Call



The PRIMA Kansas Chapter Executive Board members participated in a conference call on Tuesday, January 22, 2013. Members participating included: Kelly M. Perkins, Diana Mansouri, Jo Ann Nowatzke, Sid Cumberland, Liz Maizberger-Clark, and Donna Dolinger-Capria. Kelly called the meeting to order.

Quarterly Meeting Topics

The following topics were suggested for the quarterly meetings:

February: Sid and Donna are arranging the speakers for updates for Workers Compensation and State of the Insurance Market.

May: Liz will find a speaker to provide the Legislative update while Kelly will get person(s) to give a presentation on the City of Lenexa's Wellness Clinic.

August: Kelly will find speakers and/or panel to discuss Risk Management focusing on the unique aspects of each public entity (school district, county, and/or city). Liz will contact Tom Adams to see if he would do a presentation on Risk Management 101.

November: Sid will research a speaker for underground storage tanks. Kelly will ask the membership for a second idea during the February meeting.

2013 Kansas-Missouri Conference

Donna stated 27 speaker proposals were received and sent to the conference committee for review. Donna added the committee is ranking the proposals and will finalize the ranking during a conference call on January 26th. Kelly suggested looking at the speaker/topics to see if any could be presented at the November Chapter meeting. Donna will update the Executive Board following the conference call.

2014 Kansas-Missouri Conference

Donna informed the Board that proposals for the 2014 Conference are now being requested. Sid, Donna, and Kim Salinski are researching sites on the Kansas side of the Metro area that could serve as a conference site. Donna stated the first choice would be the Great Wolf Lodge with the second choice as the Sheraton. Tentative dates for the conference are April 9-12, 2014. Donna and Sid will update the Executive Board when more information is available.

2013 Conference Scholarships

Kelly opened discussion on the scholarship availability for the Kansas-Missouri Conference as well as the National PRIMA Conference. Sid stated in 2012 10-\$300 scholarships were available for the Kansas-Missouri Conference and 3-\$1,500 scholarships were available for the National Conference. Last year, seven scholarships were awarded to the Kansas-Missouri Conference and four \$1,500 were awarded to National Conference. National scholarships were given to Donna as president, Kelly as vice president, and Melissa Fairbanks as chapter award recipient. Diana received a \$1,500 scholarship from monies that were left over from 2011.

Sid stated there was less money received from the Kansas-Missouri conference as an event coordinator was hired to help with the event in 2012. Sid also stated he has received dues from 41 members.

Discussion followed. It was the consensus of the Executive Board to make the following recommendations for consideration by the membership at the February quarterly meeting:

(1) Allocate \$1,500 for scholarships to the Kansas-Missouri Conference. Maximum scholarship amount would be \$300. New members to the chapter or first time conference attendees would qualify for the \$300 scholarships. If more than three members (who previously attended the conference) applied, the money shall be pro-rated.

(2) Allocate \$1,200 for two \$600 scholarships to pay for registration to the National Conference. One scholarship shall be given to the Diana as she is the chapter vice president. If no other applications are received, the full amount will be given to Diana.

Jo Ann is to add these items to the February meeting agenda.

Budget

Sid reported the Chapter currently has three certificates of deposit:

\$5,000 in Capital Federal with a renewal date of July 2013;

\$3,000 in Capital Federal with a renewal date of September 2013;

\$9,000 in Core First with a renewal date of September 2013.

Sid stated the following expenses will need to be paid in 2013: 2013 Conference expenses, Speaker gifts, domain name/website fee; luncheon overages; and other miscellaneous expenses. Sid added that if Kansas is to host the 2014 Conference, additional money will be needed to pay upfront costs.

Sid recommended to the Executive Board to cash out one certificate of deposit. This money will be used to help pay the chapter expenses and use as seed money for the 2014 conference. The Board concurs with this suggestion. Jo Ann will add this item to the February meeting agenda.

Chapter Shirts

Board Members agreed that Chapter shirts will only be offered to new members in 2013.

Meeting Agenda

Jo Ann will be responsible for sending the quarterly meeting agenda out to Board members at least 6 weeks prior to meeting for review by the Executive Board. Once approved, Jo Ann will forward the agenda to Kelly. Kelly will send the approved agenda to Dennis for placement on the website. Members concurred with this recommendation.

The next meeting will be the Quarterly Meeting on Friday, February 22, 2013 in Room MU PKP in the Memorial Union on the Emporia State University Campus. The meeting will start at 10:00 a.m.

Being no further business before the Executive Board, Kelly adjourned the meeting.

Respectfully submitted,



Jo Ann M. Nowatzke
Secretary