

February 8, 2007, BOARD MEETING

Members Present: Mary Ellen Bradley, Thomas Bynum, Phil Grigg, Andy Hill, Andy Marcelia, Mace Maciejewski, Fran Muskopf, Christy Ridout, Darrel Riffe and Allen Schmidt. Phil Coates, CFO, Jim Andersen, the Forum Events Manager and Bob Monn, the IPMA Webmaster were also present.

Allen Schmidt, IPMA Chair, opened the February 2007 meeting of the IPMA Board of Directors at 7:27 a.m.

Secretary/Treasurer: The minutes from the January 2007 Board meeting were approved.

January 2007 financial status and activities reports were not distributed prior to the meeting. The January activity will be combined with the February reports and distributed on March 2nd.

COMMITTEE REPORTS:

Executive Seminar: No report

Forum: Jim Andersen presented the Forum 2007 status report.

1. **Day 1 Keynote Speaker** will be DIS director Gary Robinson
2. **Day 2 Keynote Speaker** will be Dave Aucsmith, Director of Advanced Technologies in Government at Microsoft. He will speak about Internet Security and Treat Modeling.
3. **Corporate Sponsors:**
 - a. We have commitments to return from 22 of 27 last year's sponsors
 - b. Possible new sponsors are: Computer Associates, Symantec, MQSoftware, MyISteam.com and Oracle.
 - c. Six sponsors have paid to date.
4. **Vendors:** We have 46 vendor booths. Recruitment of vendors has just begun.
5. **Forum Committee:** The proposed perpetual theme for Forum is: "Where Government Meets Technology." The schedule for the breakout sessions nears completion. Forum committee members are now lining up speakers for all sessions.
6. **Forum flyer:** The flyer should be ready to go to printing by mid-February.
7. **Forum gift:** Giving out memory sticks is being considered but so far there are two problems.
 - a. Best cost so far has been \$10 per memory stick. ($\$10 \times 1,000 = \$10,000$) This year's Forum gift budget is \$5,000.
 - b. The committee has not come up with an idea to get sponsor donations to help buy the memory sticks.

8. **Cheney Room:** The Cheney room will be used for additional events. The Forum committee has surveyed the IT community and there is significant interest in sessions for “Success Stories,” “Ask the Expert,” “Mix and Match” and “Birds of a Feather.” Coraxix is leading the effort to determine the agenda for the room.
9. **Saint Martin’s University:** Jim has been meeting with the new director of the Saint Martin’s Worthington Center and feels good about the developing working relationship.
 - a. The damage issues with GES have been settled.
 - b. Saint Martin’s will now be charging sales tax on service and will be adding a 15% gratuity on catering charges.

Professional Development: Andy Hill reported that the January 23rd event ("Email archiving – the first byte of the Enterprise Content Management Elephant"), was a success. There were 210 registered to attend and 140 showed up. 119 completed the survey that has good info. Xerox provided the printing and saved PD about \$140 on this event alone.

The March 20th event "A Room with a View - Personalizing Your Portal with MOSS 2007" has just opened for registration. Some details as to information release to the IPMA web site were worked out with Bob Monn.

LeaderPath: Mary Ellen Bradley reported the status for this year. The second round of the LeaderPath program is a go with the kickoff meeting will be held in July. Changes resulting from last year’s program analysis will be made. DOP will produce and release the class announcement in March, in time for the CIO breakfast and the Forum. DOP will also take care of registrations. IPMA is responsible for recruitment of sponsors for the Capstone projects . The cost will be \$5,454 with 25 registered students. A presentation will be made to the Enterprise Architecture Committee with the hope of recruiting Capstone project sponsors.

Communications: No Report

Business and Finance: Allen Schmidt reported that Christy Ridout has been working with Dennis Jones to modify his contract from one that requires detailed statements of work and fixed dollar amounts. The proposed contract is modeled after Jim Andersen’s contract, which has a general statement of work and is more open ended as to the specific detail of assignments and deliverables and a fixed rate of payment per hour. The board approved the contract changes as described by Allen.

OTHER BUSINESS:

January Carry-over items

1. **IPMA 2007 Budget** - Allen Schmidt reported that Phil Coates had answered the questions he had raised about the proposed budget to his satisfaction. The board approved the 2007 IPMA Budget
2. **Succession planning update** - Christy Ridout is developing an approach to the succession planning project.
3. **Validate CIO and sponsor event dates:**
 - a. CIO Breakfast - April 19th from 7:30 to 9:30 - Planning for about 50 attendees. Dennis Jones will help prepare material for this event. Several non-board members will be actively participating in the development of this program.
 - b. Sponsor Appreciation Lunch - March 22nd from 11:30 to 1:30 - Date and time are tentative depending on the availability of the planned speaker, Wolf Opitz of OFM.
4. **Event registration system:**
 - a. The first round of testing was completed and the feedback has been given to Colin Corbin, the system developer. Those involved in the testing provided the board with their perspectives on the system. The resulting conversation made it clear that the project needs more structured management to address requirement, issues and expectations.
 - b. A motion was approved by the board to move forward with the project with the Communications Committee co-chairs as project managers. The project managers will bring to the March board meeting a detailed plan to address all the issues identified by those who have evaluated the system. Issues such as system location and ongoing support will also be addressed.

Next board meeting will be held 7:30 a.m. March 8, 2007, at the Shipwreck Café.

The meeting was adjourned at 8:45 a.m.