



Present:

President:	Jeff Roemer ('95):	Public Safety Consultant, RW Mgmt Grp
President-Elect:	Mark Evans ('02):	Dir. Tech. Services, Madison Metropolitan School District
Treasurer:	Kathy Skiera (05):	Applications Development Manager
Secretary:	Rick Higgins ('02):	Trust Fund Supervisor, WI Dept. of Employee Trust Funds
Board Member at Large:	Cathy Williquette ('96):	Brown County Register of Deeds
Board Member at Large:	Debra Shufelt (01):	Deputy Director of Human Resources, City of Appleton
Past President:	Dianne Hughes ('95):	Admin Services Div. Mgr, Eau Claire County Sheriff's Dept.

Others present:

Historian:	Ron Buchholz ('95):	Deputy Admin. Div. of Safety & Bldgs, Dept. of Commerce
	Richard Holden	Community Development Manager

A. Administration (Jeff Roemer) meeting began at 09:05 am.

1. Call to Order/Introductions/Announcements - Jeff had no introductions to make.
2. Graduation Schedule - Jeff announced the WSCPM Board would meet with the May 11, 2007 CPM graduates at 11:00 am to recruit for membership in the WSCPM, introduce the WSCPM Board, and congratulate them on their graduation.
3. Jeff shared the thank you card sent by Mark to everyone present for the condolences and cards he received for his Father's death.

B. Consent Agenda Items

1. Approval of January 30, 2007 WSCPM Board Meeting Minutes. Motion to approve by Dianne and seconded by Cathy W. Passed unanimously.
2. Approval of February 8, 2007, March 14, 2007, and April 20, 2007 Conference Committee Minutes. Motion to approve made by Dianne and seconded by Cathy W. Passed unanimously.

C. President's Report (Jeff Roemer)

1. AACPM- Jeff started discussion on the nominations for the WSCPM delegates for the 2007 AACPM Conference House of Delegates (HOD).
Jeff mentioned a June deadline for the Board to submit to the AACPM for the Henning Award (Jeff has already been nominated by the WSCPM), the Askew Award, By-Law Changes, articles for the June AACPM newsletter, and HOD delegates from the WSCPM.
Discussion was held on who would be the WSCPM HOD delegates. After discussion it was decided that Jeff, Mark, and Debra would be delegates with Rick as the alternate. Motion to approve made by Dianne and seconded by Cathy W. Passed unanimously.
Jeff said for July that Committee reports are due.
Discussion was held on assembling the AACPM Conference gift bags in July. After discussion it was decided to assemble the gift bags at the August conference planning meeting at Mark's Condo.
2. Oneida Program Update - Jeff reported that there were three classes scheduled for the remainder of the year.
3. Educational Instructor for Board/Annual Meetings – Jeff said Steve Anderson of Johnson Controls would present a Green Building and Green issues seminar for the October 9, 2007 WSCPM Board meeting from 8:30-11:30. The Board would meet from 1-4 p.m.

D. President-Elect (Mark Evans)

1. Program Committee



- a. Speaker's Bureau - Mark reported he had nothing new to add and he has not updated the Speakers' Bureau info to the WSCPM web site yet, but will by August 2007. He said Cathy W. is revisiting the brochure and will collaborate with Mark, Jeff, Dianne, and Ron on any revisions. Action item- Cathy will print 300 copies with 200 copies to Jeff, 50 to Mark and 50 for her. Mark said if there were others interested in being speakers to e-mail him of their interest and background on the subject.
- b. 2007 Training - Mark said nothing had been targeted for 2007 except for the October WSCPM Board meeting. He said he would concentrate his efforts for 2008 after the AACPM conference this year.

E. Past President (Dianne Hughes)

1. Henning Award Nomination – Dianne reminded the Board that Jeff had already been nominated by the Board again for the 2007 award and handed out his nomination to be signed by the Board members and they did.
2. 2007 Election Committee – Dianne said she has a slate of officers proposed and is still waiting for confirmation from two people of their interest in serving on the Board. She said if anyone knows of someone who wants to run for office to let Jeff and her know.

F. Secretary (Rick Higgins):

1. Membership Report - Rick reported the current membership had 45 certified members, 60 associate members, and 2 honorary members for a total of 107. This is a record membership for the society with more expected to join this month still.
2. Honorary membership discussion - Ron brought up the subject of an honorary membership for AACPM Conference speakers' Lawton and Abrahamson. After discussion it was decided to give Ms. Abrahamson and Ms. Lawton gifts instead.

G. Treasurer (Kathy Skiera)

1. 2006 Final Budget & Conference Budget Report – Kathy handed out an updated WSCPM Budget, Treasury Summary, and a Transaction Report for the time period of October 24, 2006 through January 29, 2007. She reported there was a negative balance now due to conference expenses. Discussion was held on Board travel expenses on the budget and for the Board to look at that expense more closely for 2008 for policy discussion on the 2008 AACPM conference expenses. Mark suggested submitting expense estimates to Jeff and in the summer Jeff would propose the way money could be allocated and sent to Board members for approval by July 15 for active chairs, co-chairs and Board members.
2. Action item - Mark will send a draft of expense report to Jeff to review and send to Board members.
3. Tax Exempt Status - Kathy reported she still hadn't heard from person at DOR on this and is checking with Sharon Kelly.

H. Historian (Ron Buchholz)

1. Report - Ron reported he had no report and nothing for the historical file.
2. January 8th Cohort (Colleague) Group Report - Ron said they met on January 8. Ron will start working on SOP for 2008 that he got from Arizona and will get that done by mid 2008.

I. At Large – Finance (Debra Shufelt)

1. Finance Committee Report - Debra said she had nothing to add after Kathy S's reports.

J. At Large – Communication (Cathy)

1. Communications Committee Report – Web Site- Cathy W. reported she and Kathy S. are doing great with the web site, it looks good and has all updates etc. done. Cathy handed out an AACPM Conference program for



review and said to send any suggestions to her. Ron suggested putting in Consortium information starting Friday at the conference. Cathy said she would add that information to the program.

2. Newsletter - Cathy W. said she needed articles or information for the August newsletter by July 20.

K. 2007 Conference Committee (Mark)

1. Board Action Items - Mark handed out Minutes of May 10, 2007 Conference Planning Meeting and discussion was held briefly on the minutes.
2. Meeting Schedule- Discussion was held about the upcoming conference planning schedule. Mark said two different cohort groups were working on registration and Richard will connect with them. Mark reminded us on trying to get exhibitors for the conference and for getting any items to the Wisconsin gift basket to Richard. Mark said Robbi Dreifuerst had gotten the okay for CPM credits for attending the conference and that she was looking into CEU credits also. Ron said he is checking on the CEU with Robbi.

L. Other Issues

1. Next Board Meeting - Concourse - Date Conflict - August 7, 2007, 10-12 p.m., Concourse Hotel, Madison - Jeff said he can't be here for the August 17 conference meeting or the August 7th Board Meeting and suggested we combine the meetings for August 7. Everyone agreed to the change.
Mark brought up doing a technology class for about 45 minutes at a Board meeting in 2008 and everyone agreed.

Cathy W. made a motion to adjourn, and Dianne seconded it. Passed unanimously.

Meeting adjourned 10:40 pm.

Respectfully Submitted, Rick Higgins, Secretary