



SCAGPO Board Meeting
March 20, 2014 @ 9:00 a.m.
South Carolina Association of
Counties
MINUTES

I. Welcome

II. Roll Call 9:12am

Attendees:

VOTING BOARD MEMBERS

<u>X</u> President	Stephen L. Pullie, CPPB	<u>X</u> Region III Director	Geneva Jackson
<u>X</u> Vice-President	Stacy Gregg, CPPB	<u>E</u> Region IV Director	Nadine Chasteen, CPPO, CPPB
<u> </u> Treasurer	Melissa Thurstin, CPM	<u>X</u> Region V Director	Larry E. Stegner, CPPB
<u>X</u> Secretary	Christy Davis, CPPB	<u>X</u> Director at Large	Clarissa Belton, CPPB, CPM
<u>X</u> Database Admin.	Donna J. Potts, CPPB	<u>X</u> Director at Large	Jo Marie Brown, CPPB
<u> </u> Past President	Georgia Gillens, CPPO, CPPB, APM	<u>X</u> Director at Large	Rob Lyon
<u>X</u> Region I Director	Andy Bowman, CPPB	<u>X</u> Director at Large	Stacy Adams, CPPB
<u>X</u> Region II Director	Mary Ellen Williams, CPPB	<u>X</u> Director at Large	Wayne Wilcher, CPPO, CPPB
			Left 11:28am

APPOINTED NON-VOTING BOARD MEMBERS

<u>X</u> Awards & Scholarship	Stacy Gregg, CPPB
<u>X</u> Co-Sponsorship	Al Morant
<u> </u> Certification	Nadine Chasteen, CPPO, CPPB
<u>X</u> Finance	Tony Shealy
<u>X</u> Forum	Clarissa Clark, CPPB
<u>X</u> Historian	Jo Marie Brown, CPPB
<u>X</u> Information and Publicity	Stacy Gregg, CPPB
<u> </u> Legislative and Resolutions	David Quiat, CPPB
<u>X</u> Membership	Cathy Sprowls, CPPB
<u> </u> Nominating	Georgia Gillens, CPPO, CPPB, APM
<u> </u> Past President's Council	Georgia Gillens, CPPO, CPPB, APM
<u> </u> Parliamentarian	David Rawl, CPPB
<u>X</u> Professional Development	Sandra Wright, CPPB
<u> </u> Professional Development	Michele Mahon, CPPB
<u>X</u> Program Committee	Stacy Gregg, CPPB
<u> </u> Ad Hoc (Reverse Trade Show)	Wendy Williams, CPPO, CPPB, CPM
<u> </u> Ad Hoc (Reverse Trade Show)	Rochelle Daniels, CPPB
<u>X</u> Ad Hoc (Hall Of Fame)	Donna Potts, CPPB

Guests:

Mac Stiles

III. Review of Meeting Minutes: January, 2014

Discussion:

Minor changes were made to January, 2014 minutes.

Motioned by: Donna Potts

Seconded by: Stacy Gregg

Motion approved and carried

IV. Board/Committee Reports:

President

Stephen L. Pullie, CPPB

I want to express my thanks to our Treasurer, Melissa Thurstin, for her service to our organization. Melissa's resignation is effective April 1, 2014.

I want to thank Stacy Gregg, Sandra Wright, Michelle Mahon and all of the Professional development Committee Members for their hard work in putting on a wonderful Spring training event. It was well attended and the speakers were tremendous. I am proud of the SCAGPO membership for their donations of the 442 food items and \$50 in checks for the hungry in our community.

The early registrations for the 2014 Annual Forum and Trade Show are flying in. I am thankful for the hard work of all of the members of the Forum and Program Committees.

Vice President

Stacy Gregg, CPPB

I attended NIGP's Leadership Symposium January 30- February 1, 2014. In attendance were NIGP's Board, Leadership and Vice-Presidents from other Chapter's. Classes were conducted by Leadership Outfitters.

I submitted a nomination for Buyer of the Year to NIGP for Jo Marie Brown. All information was provided from last year's B.D. Bland Award nomination.

Treasurer

Melissa Thurstin, CPM

No written report submitted.

Secretary

Christy Davis, CPPB

No written report submitted.

Database Administrator

Donna J. Potts, CPPB

579 -Active members
38- Lifetime members
2- Honorary members

I sent the Assessment Report to NIGP on January 30, 2014. There are 618 NIGP members and of those, 353 members are both NIGP and SCAGPO members.

Donna asked that each Committee Chair submit a list of their committee members for certificates.

Region I Director

Andy Bowman, CPPB

No written report submitted.

Region II Director

Mary Ellen Williams, CPPB

I will be hosting the Legal Aspects of Procurement class on August 13-15, 2014 in Charleston, SC at SCDNR.

Region III Director

Geneva Jackson

I requested and received the Database roster from Donna and am in the process of going through member roster for my region and updating members that are no longer employed or retired. Region III has 2 members attending the Contract Administration session.

Region IV Director

Nadine Chasteen, CPPO, CPPB

No written report submitted.

Region V Director

Larry Stegner, CPPB

I am contacting various agencies to try and obtain new memberships.

Director at Large

Clarissa Belton, CPPB, CPM

I am able to assist any Region Director in calling members or agencies for membership.

Director at Large

Jo Marie Brown, CPPB

No written report submitted.

Director at Large

Rob Lyon

No written report submitted.

Director At Large

Stacy Adams, CPPB

I am able to assist any Region Director in calling members or agencies for membership.

Director at Large

Wayne Wilcher, CPPO, CPPB

I am able to assist any Region Director in calling members or agencies for membership.

Past President

Georgia Gillens, CPPO, CPPB, APM

No written report submitted.

Awards & Scholarship

Stacy Gregg, CPPB

We are beginning to accept applications April 1, 2014 for scholarships and awards.

Stacy Gregg challenged board members to nominate a SCAGPO member for awards and/or scholarship.

Co-Sponsorship

Al Morant

Bronze Tee Partner:

- Mead and Hunt

3 Bronze Partners:

- Ontario
- Snap on Industrial
- Mead and Hunt

Currently working with Ricoh for a Gold Partnership (also Bowling & Golf) and Managed Print for a Gold Pin Partnership

Certification

Nadine Chasteen, CPPO, CPPB

No written report submitted. There was discussion that Mike Emory is working on the Silent Auction. Stacy Gregg reported that Al Morant has the silent auction donation letter completed upon Nadine's approval.

Ex-Officio

Jo Marie Brown, CPPB

No written report submitted.

Finance

Tony Shealy

No written report submitted.

Forum

Clarissa G. Clark, CPPB

Forum registration opened on February 28, 2014. We sent emails out to all previously attended, all members and all SC State Contract vendors. We will begin advertising in different outlets including SCBO on April 1, 2014. So far, we have received the following number of registrations:

Members- 16 paid - 1 unpaid

Vendors- 17 Booths – 3 Unpaid (2 brand new vendors)

Historian

Jo Marie Brown, CPPB

I am in the process of editing pictures from the Spring training to post on the website. A special thanks to Stacy Gregg and Mary Ellen Williams for assisting.

Information & Publicity

Stacy Gregg, CPPB

We have made minor changes to the SCAGPO website. We are continuing to look for ways to improve. Also, we are looking for questions for a comprehensive member survey.

Legislative & Resolutions

David Quiat, CPPB

No written report submitted.

Membership

Cathy Sprowls, CPPB

No written report submitted.

Relations Officer:

Nominating

Georgia Gillens, CPPO, CPPB, APM

In the process of forming my Committee for 2014.

Past President's Council

Georgia Gillens, CPPO, CPPB, APM

No written report submitted.

Professional Development

Sandra Wright, CPPB & Michele Mahon, CPPB

Spring Quarterly Training- 131 registered for March 13, 2014 event.

NIGP courses currently scheduled:

- Fundamentals of Leadership (Okatie) for March 24-25, 2014 - 10 Registered
- Contract Administration (Greenville) April 1-3, 2014 - 8 Registered
- CPPB Prep (Columbia) May 1-2, 2014, 2014 - 4 Registered
- Sourcing in the Public Sector (Columbia) May 13-15, 2014 - 5 Registered

Note: In February and March we had 2 very successful classes. Nadine Chasteen hosted one in Greenville, SC and Clarissa Clark hosted the other in Columbia, SC.

Thank you to the Professional Development team for 2013 for planning the Spring training classes. We have decided to have the remaining training classes for 2014 at the Holiday Inn; it has ample parking and space to accommodate SCAGPO.

We are also working on a Summer training date.

We are in need of donations for door prizes for the May training.

Program Committee

Stacy Gregg, CPPB

The Program Committee met on March 11, 2014 and is in the development stages of the Forum. All workshops are planned and filled. Each member has been challenged with getting one sponsor.

Ad Hoc (Reverse Trade Show)

Wendy Williams, CPPO, CPPB, CPM

Rochelle Daniels, CPPB

We would like to have three shows; Charleston area in June, 2014, Greenville area in July, 2014, and Columbia area in August, 2014. We have contacted the following people to discuss the ideas as well as possible collaboration and venues:

Charleston Chamber of Commerce- Kathleen Forbes, Programs Development Director, 843-805-3096

Columbia Chamber of Commerce- Scott Callison- 803-733-1155

Greenville Chamber of Commerce- Hank Hyatt- 866-485-5262

Rochelle Daniels has requested a list of SCAGPO members by Region so we can get a count of Agencies. We are still hoping we can charge the Agencies and not vendors. Preliminary talks with vendors have shown a great deal of interest on their part.

We are also in need of volunteers for our Committee.

Stacy suggested that we do "lump sum passes for vendors to attend all 3 events.

V. Discussion of Old Business

SCAGPO Hall of Fame

Donna Potts is in the process of setting up the criteria and forms for the Hall of Fame to honor retired members. She has contacted 14 Past Presidents and 12 Past Presidents have committed to serving on the Committee. She will bring all items to the board for approval once it is finalized.

Reverse Trade Show

Tabled until May, 2014.

Social Media Policy

Stacy Gregg has researched other agencies policies and a draft was presented to the Board. Stacy Gregg also stated that Donna Potts and Georgia Gillens were concerned about requiring the Board's approval prior to launching any new websites. Several Board members shared their thoughts; Board approval for new accounts would be too cumbersome.

Social Media will be placed under the Information & Publicity Committee.

Motioned by: Stacy Adams

Seconded by: Jo Marie Brown

Motion approved and carried

VI. Discussion of New Business

March Agenda Amendment

Minor changes were made to the Agenda prior to start of the meeting.

Motioned by: Donna Potts

Seconded by: Larry Stegner

Motion approved and carried

Review of SCAGPO's Strategic Plan

The Strategic Plan had minor amendments and changes to update for 2014.

Motioned by: Larry Stegner

Seconded by: Jo Marie Brown

Motion approved and carried

Office of Treasury Vacancy

President Stephen Pullie, with the Boards approval, appointed Mac Stiles to Treasurer. He will serve as Treasurer until December 31, 2014. A financial audit will be performed during the transition of officers, April 1, 2014. All spending has been frozen until April 10, 2014.

Motioned by: Stacy Adams

Seconded by: Jo Marie Brown

Motion approved and carried

Lifetime Membership Application

Donna Potts presented to the Board for Michael Burke to receive SCAGPO Lifetime Membership

Motioned by: Stacy Gregg

Seconded by: Larry Stegner

Motion approved and carried

Installation of New Officers

SCAGPO Board led by Clarissa Clark installed 3 new Officers:

- Mac Stiles, Treasurer
- Geneva Jackson, Region III Director
- Wayne Wilcher, CPPO, CPPB Director at Large

VII. Additional Discussion/Comments

VIII. Expectations for Future Meetings (All to be held 9AM – 12PM at Association of Counties):

Date & Place

- May 15, 2014

Date & Place

- July 17, 2014

Date & Place

- September 25, 2014

IX. Adjournment

Motioned: Larry Stegner

Seconded: Stacy Adams

Vote: _____

Meeting Adjourned at 11:37am

Motion approved and carried:
