

ISM San Antonio (LOGO)

Date: June 26, 2008

Attendees

Present: Lynda Somers, Rita Wenthold, Walt Truett, Jim Rhodes, Beverly Burnett, Bob Wolfe, Gary Smith, Theresa Hansmann, Dave Sanchez, Michael Mundahl

Absent: Beth Rairigh, Vickie Pasoquen, Joe Leister, Alyene Hanks, Mandy Romero, Russ Horton, Magdalena Carvajal, Tom MacBean

Guests: None

Meeting Called to Order: 3:58 pm

Meeting Adjourned: 5:05 pm

Review and approve previous meeting minutes: (Lynda) made a motion that the meeting minutes for May be approved as reported. (Dave) seconded. Approved.

News and announcements: There are two positions open – Nominating Chair and Installations of Officers Chair. (Rita) reported that Michael Haynes, one of the former members of our Affiliate, was the first person in the WORLD to obtain the CPSM designation.

Old Business:

Update on Marketing Pamphlet: (Cynthia) has resigned her position for personal reasons. (Lynda) made a motion to accept her resignation. (Beverly) seconded. Approved.

The Future of Procurement Full Day Seminar: (Bob) reported that he has four speakers lined up for this event being planned for October. There was some discussion on the best way to interest attendees and how to market to them and the cost of the program. Additional discussion deferred.

Website Review Committee Update: Deferred

New Business:

Installation of Officers Banquet: (Kelvin) notified (Jim) that due to his travel schedule and work, he will be unable to continue working on the planning of this event. Jim will make contact to confirm whether or not he is resigning his position totally.

Complete Organizational Chart Re-Structure: (Walt) told the board that only local approval is needed for the changes to the Organizational Chart. (Rita) made a motion to accept the new organizational chart as presented. (Lynda) seconded. Approved.

By-Laws: (Walt) provided a final draft with the changes suggested by the review committee and explained why some of the changes had been proposed. He advised that the changes must be approved first by the Board. Once the Board has approved the document, the general membership must also approve it. (We can accomplish this using C-VENT.) Once the general membership has approved it, it goes to ISM National for approval. It is then filed with the Secretary of the State of Texas. (Dave) made a motion to accept the document, incorporating all the changing proposed by the committee. (Beverly) seconded. Approved.

Treasurer's Report: (Rita) reported the CD's are locked at the current low interest rate until the next rollover period. She is in discussions with Capital One for their rates and she is expecting quotes next week. She reminded the Board that her computer had crashed and she is slowing reloading the information – currently through March, so no bank balance numbers were reported.

Membership Report: (Jim) for (Beth) reported that as of June 26, 2008, there are 188 members. Five (5) new members joined in June. Breakdown of membership is: (4) Associate Members, (161) Regular Members, (1) Student Member and (22) Volume Discount Members.

Marketing Update: (Jim) reported that we are seeking a new Director due to Cynthia's resignation.

Education Update: (Dave) will be sending out a survey in July to gauge interest in CPM, CPSM and Bridge Exam study groups. Surveys will also request thoughts around where, when and how to conduct the training. (Rita) suggested using webinars or telephone conference calls as a way to reach more people due to busy schedules. Results of the survey will be used to plan education offerings through the end of the year.

Scholarship Update: (Dave) reported that no scholarship applications were received for the Fall 2008 Semester. He believes we may spark more interest by some personal communication with the colleges and universities in San Antonio.

Programs Update: (Bob) confirmed with (Jim) that no speaker would be needed for December or March due to ISM San Antonio events or holidays. He advised the Board that he has speakers confirmed for the short term.

Installation of Officers Banquet: (Beverly) will pick up where Kelvin left off in planning the Installation Dinner. (Jim) suggested the possibility of finding a venue to hold the event which might be less expensive than the Petroleum Club since our Affiliate picks up the cost of this event for our members. If another venue is preferred, (Jim) will check with the Petroleum Club to see if we can cancel the August date.

Contribution to the Newsletter: (Jim) reported that he had received some great feedback on the first issue of the Newsletter that (Dayna) created. He complimented the format and the new features which are interesting to the reader. He reminded everyone that if they have something they would like to include in the newsletter, to forward it to Dayna.

Seller/Buyer Dinner: (Gary) is working very hard to have everything finalized by the end of the year so that all that is needed after the holidays is to PROMOTE the event. We need to lock down the date so that contracts can be executed. Based on working around Easter, Spring Break and Fiesta in 2009, the best date for the Buyer/Seller Dinner is March 27 to maximize attendance. Aggie Park no longer will give us a discount so we are looking for a different venue. Many hotels provide a "turnkey" event which would eliminate a lot of the work involved. We would need to compare the cost against our past costs to see if it makes financial sense. If our venue and other separate partner choices are booked on March 27, we agreed to April 3 as an alternate date. (Gary) said he would welcome a "volunteer" for OJT so there can be a smooth "hand off" of responsibility in 2010. (Rita) suggested we request more help from our membership

in obtaining door prizes and silent auction donations since these items were not as plentiful this year as in previous years, which affected the overall profitability of the event.

Future Discussion Topics:

Strategic Business Plan
Future of Procurement Full Day Seminar
Advisor/Advisor to the Board Status – Update
Marketing Update

Next Meeting: July 31, 2008 (4:00 – 5:30) Petroleum Club

Respectfully submitted,

Lynda Somers
Secretary

Jim Rhodes
President – ISM San Antonio

Date