

IAPFS March Board Meeting
Commence 8:00 PM (Eastern)
August 15, 2023

BOARD ATTENDEES: Laura Pickler, Colleen Lukens, Ali Kozlowski, Beth Halpin, Sarah Fleet, Sally Asquith, Jessica Brown, Terry DiMaggio, Peter Girolami, Beth Heap, Richard Katz

CRAVEN: Diane Yenerall, Deron Sferra

8:03 PM Laura called the meeting to order

Laura opened the meeting by acknowledging recent elections as well as those for whom this is their last Board meeting. She thanked Richard for his work on the Board and in Chairing the Conference Committee last year. She acknowledged Ali for her work, specifically in liaising to the Research Committee. She acknowledged Sally for her dedication to the organization and her contributions to the Board. Laura “passed the gavel” on to Jessica.

Ali motioned to approve minutes from last meeting, Sarah seconded, none opposed

Craven report (Deron)

Current Membership 208 members (down from 254 at this time last year)

Conference 2024 Finalized contract

Call for papers and Save the Date notices have been sent

Information is updated on the Website

Discussed hybrid model – seems they will be able to provide this

Hotel across the street will give courtesy block

Election Finalized election results

Created Board Roster and calendar for 2023-2024

Committees Updated rosters - invited those still on lists but not members to become members

Launching Groups iO

Ali clarified that committee meeting invitations are only sent to current committee members. Deron confirmed this; led to discussion about meeting invitations.

Action items:

1. Craven will send an e-blast to the entire membership 1 week prior to each committee meeting
2. In September committee leaders and Board liaisons will communicate to committee membership reminding them of their membership and responsibilities
3. Each committee leader now has a complete list of members

Continuing Education Still pursuing AOTA credits, need to revise the application

Meeting agenda

Budget

2024-2025 Budget

- Will not finalize at this time.
- However, as the conference will fall in 2024-2025 budget, and planning is taking place during 2023-2024 budget year, we need to finalize the amount needed for the conference at this time. Proposed budget has \$10,000 devoted to speakers.

2023-2024 Budget

- Diane presented the Budget and Board members had questions answered

Laura asked for motion to approve 2023-2024 Budget and \$10,000 for speakers in 2024-2025 Budget. Richard moved to approve budget. Sally seconded. None opposed. Motion passed to approve the 2023-2024 Budget and Conference Speaker amount allotted in 2024-2025 Budget

Investment Review

Diane presented status of investments. Current reserves - \$36,000. Current investments are 40% money market 60% in American Washington Mutual funds. YTD gain of 10.51% on investment. Diane recommends moving cash account to federated money market account, at 5% interest

Liability Insurance

Craven has received 2 quotes for liability insurance from the Association Member Benefits Advisors (AMBA) that expire September 13, 2023. As such, the Board is asked to vote on whether to pursue liability insurance for IAPFS and if we do, which quote is approved. Diane reviewed the 2 quotes:

- Quote 1: separate limits of liability (of more benefit to the organization; costs \$65 more than quote 2)
- Quote 2: combined limits of liability

Terry asked how the insurance providers were selected

- Diane noted that AMBA is the company that provides insurance for other associations that Craven supports; has been trustworthy thus far in their research

Laura asked for motion to vote on liability insurance. Sarah motioned to select Quote 1 and Sally seconded. All in favor. Motion approved

9:08 PM

Adjourn