

**VAPPA Board Meeting Minutes**

**Date: Wednesday, September 19, 2017 @ 1:30 pm**

**Place: Teleconference**

**Welcome/Introductions/roll-call.  In attendance:**

* John Prengaman (JP)
* Mike Merriam (MM)
* Scott Gesele (SGs)
* Jim Morris (JHM)
* Duane Swanson (DS)
* Joe Martinez (JMz)
* Steve Glazner (SGz)

Absent:

* Meghan Johnston (MJ)
* Julie Bubb (JB)
* Debra Dowden-Crockett (DDC)

**Review/approval of minutes**

* August minutes were approved

**Round table updates**

* President (JP)
  + Major issue of concern was to finalize dates for ’18 VAPPA Conference – Hampden-Sydney’s spring break was moved a week, new proposed date is March 6-7, 2018 – Board agreed that if there were no major conflicts, this date would be agreeable. JP to check with DDC
    - *Post Meeting Note* – JP confirmed with DDC that there were no major conflicts, date for conference has been set for March 6-7, 2018
* President-Elect (MM)
  + No new update
* Past President (SGs)
  + Continuing to work on a run-through of the by-laws
  + Suggested putting a snow plan on the website
* Treasurer (MJ)
  + Not on call, JP ran through treasury numbers that he had available
* VP for Communications (JM for GS)
  + No new update
* VP for Conference Planning (JB)
  + Not on call
* VP for Education (DS)
  + Reminded group to think about Drive-In Workshops based on vendors, Trane has expressed an interest
* VP for Membership (JMz)
  + Received and inquiry from Graham Boyce, who is interested in becoming a business member and possibly presenting at VAPPA ‘18
* Business Partner Liaison (DDC)
  + Not on call
* APPA Liaison (SGz)

**Other Chapter business**

***Meeting Adjourned at 2:01pm***

**Action Items:**

1. Meeting minutes – JM

**Next Meeting Dates:**

Wednesday, ,October 18, 2017 @ 1:30pm

Wednesday, November 15, 2017 @ 1:30pm