

WRIPMA-HR

Executive Board Teleconference Minutes

July 16, 2007
1:00-2:30 p.m.

1. Roll call, minutes --- Action Taken:
<ul style="list-style-type: none">a. Introduce new board and attendance - Maria Rivera (president), Jennifer Fairweather (1st VP), Ron Fox (2nd VP), Teri Traaen (past president), Steve Harman (regional member), Susan Stern (member-at-large), Joan Torne (treasurer) and Elizabeth Martinez (secretary)b. Approve minutes – There were no minutes available to approve.c. Maria will find out from all at-large members if they are interested in remaining on the Board.
2. 2008 WR Conference --- Action Taken:
<ul style="list-style-type: none">a. Contract approval – Rivera/Fox MSC to approve signing the contract after the following actions by Maria:<ul style="list-style-type: none">• reduce the number of reserved rooms for Wednesday and Thursday from 100 to 75• try to reduce the number of advance days notice for further reduction of rooms from 90 to 45• check on obtaining additional complimentary offers• try to re-negotiate the room fee• check surrounding hotels for possible overflowb. Cost of Conference - Rivera/Traaen MSC that the cost of the conference will be as follows:<ul style="list-style-type: none">• \$199 for early bird registration, from October – January• \$225 for registration from February – March
3. 2007 International Training Conference --- Action Taken:
<ul style="list-style-type: none">a. Attendance – Terri Traaen, Steve Harman, Susan Stern, Maria Rivera, and Jennifer Fairweatherb. Regional Council Meeting International Training – Rivera/Traaen MSC to coordinate a regional council meeting at the International Training Conference and that \$600 to be used for hor'dourvesc. WR President - Traaen/Fox MSC to cover the president's travel and hotel costs.
4. WR Website --- Action Taken:
<ul style="list-style-type: none">a. Webmaster- Rivera/Fox MSC to look for someone else to work on website, but Adam will continue to make the necessary changes in the meantime. Maria will find out Adam's hourly rate from Erin Bernal.b. Maria will follow-up with Adam concerning the website domain and ask him to connect with Ron.
5. Treasurer's Report --- Action Taken:
<ul style="list-style-type: none">a. Monthly Report – No monthly report was available. Joan will get the templates from Erin Bernal.b. Joan will create a reimbursement form.c. Joan will explore alternate banks to open an account that won't need to be changed with every new president.d. Maria will speak to Vicky to find out if WR is paying for travel and accommodations for speaking at the New Mexico Chapter's conference in October.
6. Meeting Schedule for 07-08 --- Action Taken:
<ul style="list-style-type: none">a. Executive Board – Teleconference meetings will be held every 3rd Monday of the month at 1:00 p.m.