

NCMA Board Meeting
February 2008

Attendees: Sonny Rogers, President, Freda Hopper, Past President, Penne Howard, NES Chair, Vickie Dyer, Social Chair, Beth Holt Membership Chair, Tracie Rucker, Newsletter Chair, Barbara Jackson, Meeting Chair, Laura Davis, Treasurer, Rose Weaver, Scholarship Chair, Rebecca Crowe, Vice-President, Kathy McMillan, Secretary.

President: Sonny announced that Tom Beehan, Mayor of Oak Ridge, will be the speaker for the March meeting. Don Sloan of ORNL will conduct a workshop on proposal evaluation teams-building it and making it work and he will supply the proxima and a computer he needs. There will be no April Meeting but we will have the National Education Seminar. Anna Wright with FEMA-Disaster Contracting will be the speaker for the May meeting.

NES: Mike Chris the speaker will arrive on Tuesday and the Officers will take him out to dinner at the Flatwater Grill. Penne Howard wants to start teaching a back up for her position as NES Chair so she will have a back up. No registrations as of yet. She needs help on printing out badges from Membership. We may need to look outside of NCMA for new topics so local professionals will be interested in participating. There will be a newspaper blast the first week of March. Vickie requested prior notice of what equipment would be required by the speaker that we would need to get from the hotel. Penne will let NCMA Headquarters know how many books and materials will be needed. She asked for any suggestions for any improvements that might be made in the NES process. She also suggested that there be snacks available for anyone with diabetic issues.

Social: Vickie requested she be kept up to date on NES. She appreciates everyone giving her a heads up on equipment ahead of time.

Newsletter: Sonny, Rebecca, and Barbara will review the Newsletter before it goes out for distribution.

Meeting: Contract Management Week is April 13-19th and we have asked the City of Oak Ridge to make a proclamation. We will do the Graalman presentation at the next meeting. Freda will accept the Graalman Banner.

Treasurer: Laura handed out the Treasurer's Report and we have been reporting with the wrong Tax ID number for many years. We got a letter from the IRS that is requesting a Form 990. Laura has called NCMA Headquarters to find out what to do from here. We may be able to argue that normally our receipts are less than \$25,000.00.

Scholarship: Rose Weaver will send out the letter and scholarship papers out this week.

