

**NCMA Board Meeting Minutes
March 19, 2008**

Opening and welcome from President Sonny Rogers. He discussed information he had received from Penne Howard on the planning for April's NES, including that the speaker would arrive the evening before and the chapter officers will take him to dinner at the Flatwater Grill in Oak Ridge. Barbara Jackson asked if Sonny knew when the literature would arrive for the NES and he stated that he was not sure, but knew that Penne would be placing the order.

Penne Howard continued the discussion of the NES arrangements by stating that we currently have 25 registered attendees and we discussed ways to get the word out about the NES. She mentioned that we need to be thinking about what we want to do for the NES next year as the chapter has now completed the list of suggested topics supplied by HQ and that there is usually only one or two topics added each year. It is possible for us to go out on our own to get a topic and speaker and we should think about doing this. Sonny asked if she had enough help for the NES this year and she stated that she had four volunteers and felt comfortable that things could flow smoothly, especially if we do not see a significant increase in registrations. She will wait until closer to the time of the NES to order materials and can only order 10 books above the number of registrants we have. She can return any books we do not use so she may try to get more than ten extra just in case we need them.

Sonny reported on his attendance at the Oak Ridge City Council meeting and gave Rebecca the Proclamation presented to the chapter at the meeting, which she will read at the NES and then Sonny will also read it at the May regular chapter meeting.

Rebecca talked about reactions she has seen in her office on the annual NCMA salary survey and that there is a lot of concern within her group concerning the results of the survey. Apparently it is not well understood what the response to the survey was and the demographics of the respondents to such an extent that many procurement professionals in this area seem to feel that the salary ranges here are low. She wanted to know if this was something the chapter wanted to take on and look into or if she should pursue the issue. She was going to talk to some of ORAU's HR people about the survey and reactions to it.

Committee Reports

Membership – Beth passed out the latest list of New Members, Members Due, in Grace Period, and Lapsed for review and asked attendees to contact anyone they knew on the list to encourage them to make sure they attend meetings and keep their membership up to date.

Publicity – Stephannie stated that there will be an announcement in the Oak Ridger of the upcoming NES. We discussed other possible outlets for advertising our meetings and the fact that many newspapers want to charge a regular add fee to just post the announcement. We don't usually put the adds in publications that require payment for the announcement.

Treasurer – Laura passed out the Treasurer's report and stated that she is still working on the proper paperwork for the tax issue and should have it all taken care of soon.

Social – Vicki had nothing new, but a discussion was had concerning the location of our meetings and she was asked if she had looked at other possible locations recently. She explained that she does periodically look at other locations in the area, but that we have not found any place that offers the price and facility availability that the DoubleTree offers.

Programs – Barbara asked if we thought attendance at the luncheons was down and asked for input on why and how we can make it better. We discussed the fact that attendance does fluctuate at the meetings. We also talked about how we could improve attendance and the fact

that some folks may be unhappy with the cost of being a member and paying for lunch, but that if they think about it, it really isn't that bad. We talked about trying to get representation from all the major contractors on the board as a way to help. This is something we can work on.

Education – Markesha stated that there were 22 attendees at the workshop for March. There will be one more workshop this year which will be presented by Wendy Bryant, discussing the dispute process.

The meeting adjourned at 12:25.