

SMPS/SNE

Board of Directors - Minutes

To: Mary Beth Morris, Jim Bancroft, Pat Bilotto, Cathy DeFrances, Gillian Hodgen
Rob MacDuff, Wayne Cobleigh
From: Bernice Bako
Date: 01.31.05
Re: SMPS/SNE Board Meeting 01.04.05

Attending:

Pam Perry, Ruth Millward, Rob MacDuff, Bernice Bako, Jim Bancroft, Pat Bilotto, Cathy DeFrances, Betty Horne

Chapter Management – Pat Bilotto

Minutes from the December 8 board meeting were approved unanimously.

Financial Update – Jim Bancroft

Jim distributed the current income statement and the financial results of the CT AEC Economic Outlook and Sneak Peak at Waterbury Palace Theater. He also distributed financial worksheet for next year.

Taxes were sent to National last month for feedback. The Tax Return was reviewed and copies were distributed to Pat Bilotto and Mary Beth Morris. Jim has until January 15 to file.

Membership – Betty Horne

A Membership Drive is underway. Pat sent e-mail on Expanding SMPS Connecticut. We are currently at 87 members.

Ruth reported that the committee is trying to jump on the members whose membership is about to expire. The committee is also looking at addressing the database of nonmembers. The committee will craft a letter offering benefits and distribute to nonmember candidates. They will also study the firms that aren't members or those that are not participating for follow up.

Referrals get put in for a drawing for the AMEX gift certificate. Two drawings will occur.

Connecticut Building Congress gave a list of companies or past members and asked board to choose five members to make personal calls. The committee is looking into following a similar plan. CBC as well as Construction Institute have first-timers who come as guest come free. Pat suggested giving the guest the member rate.

Membership dues have gone up to \$295.

Flyer for SMPS was sent with invitation for insert. The Campaign is running through the end of June.

Mailers include a 3x5 calendar of events, evaluation form and program notice.

Programs – Cathy DeFrances

Everything is confirmed for the February program. Gible Norden is the sponsor.

March - Mechanics of Marketing. Outline is being designed currently. BKM locations are all set.

April – Principals Roundtable. Pat is reaching out to Dick Ostop.

Regional Conference, March 16-18 at Hotel Northampton, Northampton, MA. Everyone attending is advised to make reservations.

Communications/Chapter Identity – Gillian Hodgen

Newsletter is still outstanding.

Communications Award – Rob MacDuff

Tentatively scheduled for April 27, team to check on Spring break schedules.

Looking at evening affair, venue is undecided. Discussion on judges took place.

Fee for entry for members \$25; nonmember \$50

We will use the same award vendor as the last. We may do a PowerPoint presentation of the last five years of award winners.

Team discussed having a Best in Show (People's Choice Award) – will be added to the submission form.

Submission form will be released February 1 to be returned by March 15.

Website

No discussion.

Job Bank

No discussion.

CPSM – Mary Beth Morris

Mary Beth stated we had only two for study group so the decision was to keep studying informal as a result of the small attendance.

Sponsorships

There is interest in getting more involved. Rob is the board liaison.

Planning Retreat – Pat Bilotto

No discussion.

Striving for Excellence – Bernice Bako

Cathy, Gillian and Bernice to begin working on this award due in April.

Other News – Pat Bilotto

Pat is hoping to have secretary nominee by next board meeting.

We are looking at continuing our sponsorship of a scholarship for Connecticut ACE Mentoring.

Next Meeting, Wednesday, February 2, Neptune Diner.

Meeting adjourned.