



## SMPS CT - Board of Directors - Minutes

To: Jim Bancroft, Wayne Cobleigh, Mary Beth Morris, Cathy DeFrances, Lauren Stoutenburgh, Pat Bilotto, Diane Kozel and Sara Ruggiero. Committee Reps: Terry Casey and Marcia Mochnick  
From: Betty Horne  
Date: May 1, 2006  
Re: SMPS CT Board Meeting 4/5/06

---

### Attending:

Wayne Cobleigh, Sara Ruggiero, Mary Beth Morris, Pat Bilotto, Cathy DeFrances, Diane Kozel, Jim Bancroft, Betty Horne, Lauren Stoutenburgh, Marcia Mochnick.

### Chapter Management:

Motion to approve 3/8/06 meeting minutes. Unanimously approved.

### Financial Update – Jim Bancroft

Jim handed out updated financial analysis of Northeast Regional Conference, showing sponsorships payments and commitments. He also distributed and reviewed SMPS Income Statement through March.

### Committee Updates:

#### Membership - Diane Kozel

Currently 89 members. 12-13 existing members expiring. Committee will continue to call expiring members encouraging renewal. Suggested a membership drive for next year. Diane to discuss with SMPS National. Discussed the decline in retention for all chapters nationally. Amanda officially resigned from membership committee. Sara will handle name tags. Members only program to be pushed back to September, as a “happy hour”. Lauren & Betty offered to help with registration at regional conference. Next membership committee meeting will be held on 5/23/06 at bkm’s Milford office.

SMPS National will help pick up some costs of recruitment, i.e. sending out mailers to prospective new members. Betty/Donna to send second mailing and follow-up with phone calls to prospective members.

### Programs – Wayne Cobleigh

At the Construction Institute trade show Marciy had the best attendance over other programs. On Acteva there is no board member discount. Could we, through Acteva, see other members that are registered for a program?

June program still needs a coordinator. Marcia said she will help.

### Communications – Lauren Stoutenberg

Next newsletter to go out end of April/beginning of May. Discussed several topics for newsletter: Why CPSM? How it helps in your career and benefits; Upcoming programs listed;

Member Relocations – “movers & shakers”; New member write up; Program survey results; Write-ups on programs; Write-ups on marketing books, etc.

Job Bank

Terry is sending the job openings to Janice (@Kenneth Boroson) to update the website. Terry continue to update positions.

Regional Conference – Cathy DeFrances

Regional conference speakers, programs, etc all set. E-blast being sent to regional presidents for discounted room rates and encouraging more participation from out-of-state members. Signage and name tags to all look the same.

Leadership – Pat Bilotto

The committee will work with Cathy on the slate of officers, due May 1, 2006. Will develop a mentoring program, succession program for next year.

Marketing Communications Award – Marcia Mochnick

Notices went out in 4/4/06 mail. Deadline for submission is 4/28/06. Committee set-up to judge entries, including some new categories – marketing campaign, e-marketing piece, and trade show exhibit. Mary Beth to send notice to Janice to add to chapter website.

New Business – Mary Beth Morris

Striving for Excellence being worked on and due 4/28/06. Mary Beth chairing committee. We will submit entry. Committee chairs should send write-ups on activities to be included in submission.

Nominations are in. Mary Beth to set-up conference call to discuss the slate of officers.

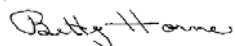
CBC picnic - @ Farmington Club on 6/8/06. SMPS invited to participate.

Annual planning retreat on Friday 6/2/06.

Next Board Meeting:

Next meeting at Regional Conference on Wednesday, 5/3/06.

Respectfully submitted:



Betty Horne  
Secretary