

**Association of Information Technology Professionals  
Region 5 Business and Chapter Liaison Meeting  
Park Plaza Chicago Hotel  
Arlington Heights IL – April 23, 2004  
Meeting Minutes**

**Chapter representatives attending:**

- Mike Welch, Capitol; Robert Grenier, Illowa; Tony LaCrosse, SE Wisconsin (formerly Milwaukee); John Council, NE Wisconsin; Perry Fritz, Sheboygan; Kathleen Kelm, Southern Wisconsin; Ray Einig, St. Louis; Tim Williams, Twin City; John DeLauriea, Windy City; Bill Riter, West Michigan; Region 5 President, Ken Adams

**Chapters not represented:**

- Central Illinois, Wisconsin River Valley

**Guests:**

- Illowa, Vicky Harbour; SE Wisconsin, Bill Worthy, Mary Alice Goetzinger; Capitol, Nita Adams; St. Louis, Sue Morton; Windy City, Dave Branigan; Twin City, Mark Gilfand, Jeff Ritsema

**1. Meeting called to order at 1:25 p.m. by Region 5 President Ken Adams.**

**2. Roll Call and Credentials:**

- Ten (10) of twelve chapters represented. One (1) Alternate, Ray Einig, St. Louis.

**3. Housekeeping**

- a. Introductions.
- b. \_\_\_\_\_ appointed Parliamentarian by President Adams.
- c. Host Chapter Remarks: John DeLauriea, Windy City CL, welcomed those in attendance.

**4. Officer Reports**

**A. President – Ken Adams**

- a. Written report submitted.
- b. Region funding request forms have been submitted. R5 should receive \$800.00 from AITP National due to attendance goals met at National and Region conferences.
- c. Region 5 is still the largest region in our association. Membership as of March 31 was 756, up from 728 at year-end 2003. However, Region 3 is closing the gap with a growth rate of 11.1% compared to R5's 3.8%.

B. Vice President – Tim Williams

- a. A leadership workshop will be presented following this meeting.

C. Secretary – John DeLauriea

- a. Minutes from the October 2003 meeting were presented for approval. Some corrections were requested and noted.
- b. Motion was made by Tim Williams to approve minutes as amended; 2<sup>nd</sup> by John Council. Motion carried.

D. Treasurer – Tony LaCrosse

- a. 2003 financial reports were submitted for review. Cash in bank as of 12/31/03, \$5,822.53; CD's \$8,031.01. Net loss for 2003 was \$1,489.65.
- b. CD activity has been moved from Charter One Bank to State Farm Bank.
- c. Motion was made to amend October 2003 minutes to show amount of check deposited into region checking account for future purchase of new CD's was \$11,712.48 instead of \$11,864.28. Motion carried.
- d. 2004 budget was submitted for review. Motion to approve by Williams, 2<sup>nd</sup> by Welch. Motion carried.
- e. Financial activity as of 4/1/04: St. Louis conference proceeds were \$400.00 plus \$1,814.58 region portion of conference profit split; NCC student chapter support awards were 4 instead of 5; discussion weather a 2004 R5 conference will happen.
- f. Motion by John Council to accept financial reports. Motion 2<sup>nd</sup> and carried.

**5. Committee Reports**

A. Archives – John Council reporting.

- a. Tony LaCrosse turned 2002 records over to John Council for region archives.

B. Audit – Tony LaCrosse

- a. Financial records were turned over to region Auditor approximately one month prior to this meeting. Tony will have a report for the Fall meeting.

C. Awards – Mike Welch

- a. COPA: Capitol, NE Wisconsin, St. Louis, SE Wisconsin.
- b. SCOPA due in April

D. Bylaws – Bill Reaugh – No report.

- a. Reminder: Updated chapter bylaws are due to Bill Reaugh ASAP.

E. Directory & Website – Perry Fritz

- a. The new R5 web page link has been moved to the National web page and will be redirected to the new site.
- b. Motion was made and 2<sup>nd</sup> to approve cost of Internet service (\$9.95) for one chapter in hospitality suite. Motion carried.

F. Region Nominating Committee – Ken Adams

- a. Bob Grenier was appointed Region Nominations Chairperson.
- b. Needed: Nominations for Region officers.

G. District Nominating Committee – Ken Adams

- a. See National web site for Nomination forms.
- b. Needed: Nominations for National Association Board positions.
- c. Richard Barnier (Windy City) has submitted paperwork to Ken Adams for a national Board position. Barnier is eligible for the BOD now and for the Executive Council after one year on BOD.

H. Region Operating Procedures (ROP) – Gary Keller

- a. No report --- Revised set of ROP was sent to R5 BOD prior to this meeting.

**6. Other Business**

A. Status of Regions 5 and 9 Chapters – Ken Adams

- a. Southern Wisconsin is working but future is still in question.
- b. The status of Wisconsin River Valley chapter is unknown.
- c. Region 9 chapters, Bill Riter reporting:
  - 1. SW Michigan (Kalamazoo) is not meeting. Some members are on Bill Riter's mailing list and maintaining contact. Possible merge of SW Michigan and West Michigan is pending.
  - 2. Saginaw Valley status is unknown.
  - 3. Detroit – Most members have moved to other chapters.
  - 4. Evansville – Possible reincarnation, but status is unknown.
  - 5. Central Michigan, (Lansing) base is older members (20-30 years). Central Michigan is on West Michigan mailing list and is still interested.
- d. Discussion: Satellite chapters, Morton & Gilfand; mentoring struggling chapters.

B. Web Portal Status – Mark Gilfand

- a. Region site: AITP.org/Region5
- b. Association is using the portal to bring value to members and chapters.
- c. Real time membership reports: Two new reports are available:
  - 1. List of members by renewal date
  - 2. Chapter members/no e-mail address
- d. Focus is on electronic communication.
- e. Electronic membership renewal is being encouraged.
- f. Power Point presentation and discussion forums are available.
- g. An online membership processing manual is available.

C. Association Update – Mark Gilfand

- a. Membership numbers are up; numbers are at highest point since summer of 2003.

- b. New benefits: Kinko's discount; Association is working on other opportunities; Vendors are taking notice and offering various types of services and opportunities; Entitlement income (Budget \$2,000) is \$6,000 as of 3/31/04; More and more companies are approaching AITP as partnership potential.
- c. Membership Service Committee working on:
  - 1. Short term memberships for the unemployed
  - 2. Corporate memberships
  - 3. Small business (5 for discount) vs. larger corporate entities (10 or more for discount).
- d. Financially: NCC bills are still coming in. Operating income is \$46,000 compared to last year's \$80,000 operating loss. Things are improving both logistically and financially.
- e. Chapter rebates: Budgeted \$13,000 to be distributed back to chapters beginning April, 2004.
- f. Membership rate for retired members not electronically available at this time; chapters must file paperwork as a type "senior" or "emeritus".

D. Region Funding – Ken Adams

- a. Paperwork has been filed. Anticipated return, \$800.00.

E. Funding for Student Chapters to attend NCC – Reaugh/Keller

- a. For 2004, five (5) financial aid awards were available at \$300 each. Four (4) student chapters met our application deadline. Discussion regarding possible rework of application criteria was deferred to the Fall CL meeting.
- b. Motion made by Bill Riter to keep amounts same as last year; 2<sup>nd</sup> by Welch; motion carried.

F. Region Presidents Council (RPC) and ABOD meeting – Ken Adams

- a. A meeting of region presidents was held during last year's national conference in St. Louis. Formalization of an agenda and bylaws is pending. A President of the RPC was elected.
- b. Concept of the RPC: Develop ideas presented by chapters and regions and move them to the National level.

G. 2004 Association Annual Meeting – Nita Adams

- a. In association with COMDEX, AITP's national meeting and conference is being planned for Las Vegas in November. Microsoft and Bill Gates were mentioned as keynotes. A single registration fee with an AITP discount has been suggested. A trade show is tentatively scheduled for November 15-17. The EC is tentatively scheduled to meet 11/14-15, and the BOD and membership on 11/16. Discounts on education offerings and vendor show have also been mentioned.

H. Association Awards Update – Nita Adams

- a. Committee appointed: Tony LaCrosse and Mike Welch
- b. New award 2005, Web Newsletter Award with emphasis on web sites.

I. Region Conference 2004 – Ken Adams

- a. No Takers; too late to organize.
- b. Fall meeting, SE Wisconsin possible
- c. There is some interest in combining efforts for a joint student chapter and region conference.

J. Region Conference 2005 – Ken Adams

- a. No Takers
- b. Discussion -- Value of conferences?

K. Region Web Site – Ken Adams

- a. Review and evaluate.

**7. New Business**

- a. E-mail from Beth Pieri to Ken Adams: A media partner with IQPC 2 day conference, June 29-30 at the Hyatt Regency McCormick Place in Chicago; Subject: IT Best Practices; Free passes in return for feedback to determine if worthwhile.
- b. Joe Copp donation to Hospice fund approved
- c. There will be a membership drive in May, 2004. The Association will forego its \$15 processing fee and will allow \$25 off the current membership rate. The offer is good for new members only. An e-mail will be going out to chapter leaders.

**8. Other Reports & Comments**

- a. John Council gave favorable comment regarding the web portal; Mark Gilfand will be available for a portal presentation in the hospitality suite.

**9. Motion to adjourn by Perry Fritz; 2<sup>nd</sup> by Kathleen Kelm. Motion carried.**

**10. Meeting adjourned at 4:30 p.m. on 4/23/2004.**