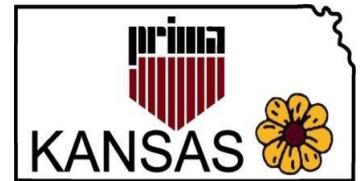


Kansas Chapter Quarterly Minutes

February 16, 2018



The PRIMA Kansas Chapter held its quarterly meeting this date in Room MU 220 Greek Room in the Memorial Student Union at Emporia State University. President Donna Capria called the meeting to order.

Introductions

Donna welcomed members and asked attendees to introduce themselves and which organizations they represented. The following members were in attendance:

Tom Adams	Sid Cumberland	Kim Salanski
Leslie Borden	Roger Dickey	David Shephard
Donna Capria	Jennifer Kuhn	Danielle Tyler
Bill Cauveren	Jo Ann Nowatzke	George Waldron
Maura Chambers	Kelly Perkins	Alan Weldon
Tom Clayton	Holly Ray	Dave Wimberly

Minutes Treasurer's Report

The Treasurer's report was distributed. Holly reported the Chapter opening balance should have been \$10,100 for the November report. Ending balance for November should have been \$25,795.91. Holly added that she is in the process of closing Equity checking account. Sid and Bill will sign the paperwork at the close of the meeting so the account can close.

Beginning account balances for the quarter were:

Cap Federal Checking:	\$10,898.52
Receipts:	\$708.60
Disbursements:	\$439.46
Ending Balance:	\$11,167.66

Equity Checking:	\$1,612.51
Receipts:	\$0.00
Disbursements:	\$751.67
Ending Balance:	\$860.84

Total Checking \$12,028.50

Certificates of Deposit: \$13,316.90

Total All Funds: \$25,345.40

Business Meeting

Audit: Kim Salanski reported the audit had been completed. No audit had been completed in 2016. Therefore audits were completed for Fiscal Years 2015 and 2016. The audit found the end of year balance was short \$1.33. Ending balance should be \$11, 175.66. It is recommended that the register be amended to match the year end balance. The audit team found no other discrepancies in the accounts.

MO/KS Conference: The 2018 Conference will be held April 11th – 13th at the Lodge of the Four Seasons. Flyers have been mailed to all registered members of each respective Chapter. Early bird registration ends March 20th for housing and March 25th for registration. The Chapter will be awarding \$300 scholarships this year to help cover registration and housing. Interested parties should email Sid on or before March 1st. The golf tournament will be giving gift cards in lieu of trophies at this year's event.

Nominating Committee: Kelly Perkins and Sid Cumberland volunteered to serve as the nominating committee. Elections will be held during the May meeting.

Morning Speaker

F. Charles Dunlay, lawyer with McAnany, Van Cleave, & Phillips, was the morning speaker. Mr. Dunlay's presentation was the Family Medical Leave Act and curbing abuse of said act.

Afternoon Speaker

Maura Chambers, Risk Manager with KCAMP, was the afternoon. Ms. Chambers informed members on KCAMP's structure and services it provides to its members.

Business Meeting conclusion

ERM Training: Donna stated PRIMA National will be hosting ERM training for Public Entity and Schools on March 13th – 14th in St. Louis. More information can be found on PRIMA Central.

National PRIMA: Donna announced the 2018 National Conference will be June 3-6th in Indianapolis. Scholarships are available for persons who work for a small entity.

Auditing Committee: Kim Salanski and Kelly Perkins will serve on the Auditing Committee.

Announcements

Gina Fisher will be recognized for her 30 years of service to Johnson County next month.

ARC will offering a free Concussion Lunch-n-Learn pm February 29th at the OP Convention Center.

Next Meeting

The next meeting will be May 18, 2018.

There being no further business to discuss, Donna adjourned the meeting.

Respectfully submitted,
Jo Ann M. Nowatzke
Chapter Secretary

2018 0216 KS PRIMA Chapter minutes