

**Board of Directors Teleconference Meeting  
October 4, 2012**

Meeting commenced at 9:05 a.m. Pacific Time

1. President Brenda Cirtin thanked everyone for participating and asked Executive Director Chris Shalby to conduct roll call.
2. Roll call taken by Shalby; the following were in attendance:

Brenda Cirtin, President  
Brenda Kay Young, Vice President  
Colleen Nicol, Immediate Past President  
Shawn Cullinane, Region I  
Vincent Buttiglieri, Region II  
Kimberly Rau, Region II  
Tiny Washington, Region III  
Kelly Lovette, Region III  
Pattie Dupuis, Region IV  
Mary Kayser, Region IV  
Debra Batliner, Region V  
Terri Kowal, Region V  
Linda Rappe, Region VI  
Roxanne Schneider, Region VI  
Kittie Kopitke, Region VII  
Stephanie Kalasz, Region VIII  
Kristie Smithers, Region IX  
Samantha Shippen, Region XI  
Chris Shalby, Executive Director  
Jennifer Ward, Staff  
Ashley Carroll, Staff  
Emily Maggard, Staff  
Maria Miranda, Staff (minute-taking)

**\*Not in attendance:**

Marc Lemoine, President Elect  
Linda Spence, Region I  
Lana McPherson, Region VII  
Donna Geho, Region VIII  
Joan Tilton, Region IX  
Gail Pomroy, Region X  
Ronny Frederickx, Region XI

3. Brenda Cirtin asked Colleen Nicol to bring participants up to speed with the recommendations in regards to CMC and MMC certification for Regions X and XI.
4. Nicol briefly discussed the proposed certification guidelines for Regions X and XI designed to make certification more attainable for members in these two regions. These new guidelines will allow members from these regions to set aside points not used toward CMC and allow them to be used toward MMC within a 2-year grace period.
5. Shalby asked if anyone had questions regarding this topic; the following questions were received:
  - a. Shawn Cullinane – Asked staff to explain the 2-year window; Carroll stated that this was a transition period in order to assist MMC hopefuls that have completed extensive education programs prior to becoming an IIMC member or applying for CMC Designation.
  - b. Mary Kayser – Asked for an effective date for the transition period; Carroll stated it was from January 1, 2011 through June 1, 2014.
  - c. Samantha Shippen – Asked if the Board of Directors would agree to include this issue on the mid-year agenda in case any problems should arise. Brenda Cirtin asked all participants if they agreed; everyone unanimously agreed.
  - d. Shalby clarified that this topic will not be revisited but added to the mid-year agenda in case different issues arise.
  - e. Shawn Cullinane – Asked if once the grace period runs out, will the current guidelines be in effect; Carroll confirmed that after the transition period is completed, all applicants will follow the same requirements as Regions I through IX.
6. Colleen Nicol made the motion that the new certification guidelines be approved in order for Regions X and XI members to be able to attain their CMC and MMC Certifications as stated in the new policy. Nicol also asked that this information be forwarded to Region XI in time for their meeting in early October. Samantha Shippen seconded the motion; motion was carried.

7. Shalby gave the participants an update on the refinancing of the IIMC building and the transfer of accounts from California Bank to Bank of the West and stated he will have more information along with full numbers by mid-year and will update everyone on the outcome of the appraisal once it is completed.
8. Kelly Lovette informed participants of the upcoming regional meeting to be held in Charleston, NC on January 16-18, 2013 and thanked the Board of Directors and IIMC staff for all their hard work.
9. Brenda Cirtin thanked the Board of Directors and IIMC Staff for their diligence in looking out for the overall financial health of the Organization and asked if anyone had additional questions before the meeting adjourned; the following question was received:
  - a. Shawn Cullinane – Asked how IIMC decided on Nick Randle for the Region XI Consultant position; Shalby stated that he sent out the RFP as instructed by the Board and only Nick Randle's was received. Randle will be coming on-board sometime in January or February 2013. Cullinane also asked if this was a salary position; Shalby confirmed and stated Randle's contract is for \$6,000 for 2013 with an additional \$1,000 if necessary for travel.

**Adjournment:**

The meeting adjourned at 9:30 a.m.

Prepared by Maria Miranda, Recording Secretary