

Wisconsin Parking Association

Board of Directors Meeting Minutes

09-22-2008 1:00pm

Members Present: Mike Kenney, Paul Klajbor, George Schulz, Patti Cruz, Sharon McGuire, Pat Hawley, Mary Scanlan

Members Excused:

1) Fall Conference:

- a. **SIGHT:** Confirmed for Wednesday, November 12, 2008 at the Kalahari Resorts in Wisconsin Dells. Contract has been received, deposit of \$200 paid, room size increased to 4000 sq ft, and two additional break-out rooms have been reserved for SHOP TALKS. Lodging has been confirmed for \$70 a room, web link given to Patti for the conference brochure.
 - i. Mary will contact Kalahari Resorts to
 1. Have the room reservation deadline changed from October 12th to October 24th
 2. Request costs for a **PARK IT AT THE BAR** event to be held on the evening of Tuesday, November 11th
 3. Request a “giveaway” type promotion from Kalahari Resorts
- b. **FOOD:** Patti and Mary will handle menu options and appetizers for the both days; order must be placed by the preceding Friday, November 7th
- c. **SPEAKERS**
 - i. George has secured Bob Harkins, University of Texas for Keynote speaker
 - ii. George has secured Harry Farchmin/Bloom Companies to speak about “**GREEN DESIGN**”
 - iii. Mike has secured Murphy Energy to speak about upgrading and converting light fixtures to energy efficient “compact flo” units
 - iv. Pat is actively seeking a speaker on the topic of managing the GENERATION GAP with a Human Resources expert
 - v. Mike is actively seeking Tim Jensen, ZEAG, to speak about Risk Management/Liability issues
- d. **REGISTRATION**
 - i. Patti will handle the meeting brochure, mailing, name tags, etc.
- e. **GIVEAWAYS**
 - i. Paul called 4IMPRINT during the meeting for an estimate for Flash Drives.
 - ii. Mary will order 100, 2G Jupiter USB Flash Drives, total cost \$1,230.04, embossed with LOGO

f. FEES

- i. MEMBERSHIP: Annual membership set at \$50 and will include conference fee
- ii. SPONSORSHIP: Program recognition set at \$100
- iii. VENDOR FEES: Includes a table, program recognition and meal for one set at \$300 (additional meals available for purchase for \$50 each)

g. **WEBSITE:** Pat will update the website with data for conference

h. AGENDA (tentative)

- i. 8am-8:30am: REGISTRATION
- ii. 8:30am-8:45am: WELCOME (George) and ELECTIONS
 - 1. Mary will make flyer outlining Board and vacant position; Patti will add this info to Conference Brochure
- iii. 8:45am-9:45am: BOB HARKINS, University of Texas
- iv. 9:45am-10:15am: BREAK & VENDOR DISPLAYS
- v. 10:15am-11am: HARRY FARCHMIN/Bloom Companies
- vi. 11am-11:45am: MURPHY ENERGY
- vii. 11:45AM-12:30: LUNCH
- viii. 12:30-2PM: SHOP TALK/VENDOR DISPLAYS
- ix. 2pm-2:15pm: BREAK
- x. 2:15pm-3pm: RISK MANAGEMENT
- xi. 3pm-3:45pm: GENERATION GAP
- xii. 3:46pm: Raffle and giveaways

2) Treasurer's Report – Patti Cruz

a. Current balance is \$4,109.29 (after \$200 deposit to Kalahari Resort)

3) Assignments given to Board Members with due date of October 3rd, 2008, send homework results to George.

4) Next meeting date to be determined.

5) Meeting adjourned at 2:30pm.