



To: GIPAW Membership
Date: Friday, May 12, 2006
Re: GIPAW BOD Meeting Minutes

A meeting of the Governmental Information Processing Association of Wisconsin Board of Directors was held on 5/12/2006. The meeting was held at the Waupaca County Courthouse Building.

OFFICERS:

Chairperson:
Joe Sommers 2007
City of Muskego
(262) 679-4150
jsommers@ci.muskego.wi.us

Vice Chairperson:
Tim Ullman 2008
Door County
(920) 746-2304
tullman@co.door.wi.us

Treasurer: 2008
L. Allen Mundt
Waukesha County
(262) 970-4757
amundt@waukeshacounty.gov

Secretary:
Todd Demers 2007
Polk County
(715) 485-9220
toddd@co.polk.wi.us

BOARD MEMBERS:

Howard Mezera 2006
Calumet County
(920) 849-1456
howard@co.calumet.wi.us

Jim Pike 2007
City of Antigo
(715) 623-3633 ext 122
jpike@antigo-city.org

Mike McGinnis 2006
Washington County
(262) 335-4486
Mike.McGinnis@co.washington.wi.us

Bob Reath 2008
Waupaca County
(715) 258-6235
reath@co.waupaca.wi.us

Mark Beveridge 2006
City of Fond du Lac
(920) 929-3229
mbeveridge@ci.fond-du-lac.wi.us

BOD MEMBERS PRESENT:

Joe Sommers Tim Ullman [phone] Mike McGinnis Allen Mundt
Mark Beveridge Todd Demers Howard Mezera Bob Reath

BOD MEMBERS ABSENT:

Marie Panko, Sue Schaefer

CALL TO ORDER:

10:14 am by Joe Sommers, Chairman

APPROVE PREVIOUS MINUTES OF 2/24/06 GENERAL MEETING:

Motion by Howard to approve minute of Feb 24 BOD meeting

Second by Mike

Unanimous

Motion by Mark to approve minutes of the April 20 General Spring Meeting

Second by Todd

Unanimous

REVIEW BOD VACANCIES – MARIE PANKO – SUSAN SCHAEFER:

Joe met with Marie on May 11th, 2006. Marie deposited \$10,000 into GIPAW Account and presented a Promissory Note to pay back the remaining \$29,736.63.

GIPAW BOD unanimously agree that Marie should also pay back interest to GIPAA account

Motion – Made by Tim to have Joe generate a contingency note that reflect the results of our findings, as we investigate the actual amount of money owed by Marie

Seconded by Al

Unanimous

Marie tendered her resignation to Joe

Motion by Mark to accept Marie's resignation

Second by Howard

Unanimous

Susan left Government Sector

Motion by Todd to accept Susan act as a resignation

Second by Al

Unanimous

ELECTION OF NEW BOARD MEMBERS:

Motion by Tim to appoint Jim Pike back on Board

Second by Mark

Unanimous

Motion by Joe to appoint Bob Reath on Board
Second by Mike
Unanimous

ELECTION OF TREASURER:

Motion by Joe to elect Al Mundt
Second by Mike
Unanimous

All financial documentation in the possession of any / all BOD members shall be forwarded to Al. This includes bank accounts and invoices.

Motion by Al to set up official GIPAW mailbox
Second by Mark
Discussion ensued
Joe suggested we table until June meeting
All agreed

REVIEW FINANCIAL STATUS:

GIPAW BOD found discrepancies in financial statements and are performing an investigation of the issues surrounding the discrepancies. Joe talked with past BOD Treasurer to ascertain events leading to the discrepancies. Marie indicated that she knows there is \$10,000 in the GIPAW bank account and would cooperate in the investigation. Todd deposited incoming funds into GIPAW account

APPROVAL OF BILLS:

Motion made by Mike to approve paying Todd's lodging and meals for April 20th
Seconded by Tim
Unanimous

Other invoices include \$200 for Web Survey Monkey
\$400 for Business Insurance
\$3,382.20 for La Crosse Queen Cruises
Al suggested we make sure there are funds in the account before writing checks

Tim suggested Todd continue to receive incoming funds from GIPAW Member and Vendors and deposit funds
BOD agreed that we needed a "checks and balance" of power, as it applies to the handling of GIPAW finances
Al and Tim suggested that our account is audited after we collect all information
All agreed that there will maintain a baseline of \$3,500 in the GIPAW account - No motion was rendered

REVIEW APRIL 20 MEETING – MEETING TOPICS:

Joe was facilitator at the April 20th, 2006 GIPAW Spring General Meeting in Waupaca.
He gave a report of what topics were most popular with GIPAW members and those present –

- 1) The number one topic requested was Email Archiving, storage, retention and service. The State of Wisconsin is looking to host an overall email system that state and local governments can subscribe to.
- 2) Security and Policy Writing came in second
- 3) There was a triple tie with Technical Trends (What's new) - Keeping Morale up in stressful times - VoIP
- 4) Wireless is always a topic that can be discussed at length and come in next

MEMBERSHIP STATUS – CHAMBERMASTER CAPABILITIES:

Joe presented information about ChamberMaster, a Web Management tool used by the Chamber of Commerce. Although used currently by the Chamber, Joe thought we might be able to subscribe to it.

For the time being, Tim agreed to update the current database, as he was the originator.
Joe mentioned also that the Survey Monkey / annual dues are coming up.

NEW WEB SITE UPDATE:

NEED WEBSITE COORDINATOR ON EXISTING SITE – OUTDATED BOD LIST:

PLAN JULY 19 / 20 MEETING:

ANNUAL FALL CONFERENCE REVIEW (OCT 4, 5, 6) HOTEL MEAD - BROC: