

Regular Meeting of the APMP Board of Directors

Date:	January 26, 2023		
Purpose:	Regular Meeting of the Board of Directors		
Notice:	<ul style="list-style-type: none"> • Notice provided on December 20, 2022 • Materials provided on January 15, 2023 		
Invitees			
P	Alison Coon - Chair	P	David Gray – Vice Chair
P	Steven Coles – Past Chair	P	Leigh Ann Newman
P	Nicole Shaffer	P	Kumiko Shikimachi
P	Bette Sturino		Erin Green
P	Stacey Lee	P	Sunil Agrawal
P	Heather Finch	P	Amy McGeedy
	Sarah Miranda	P	Jamie Ninneman
P	Abhilasha Shiva	P	Rachel Thompson
P	Andrew Goldman – Secretary (Invitee)	P	Rick Harris – CEO (Ex Officio)
P	Julia Duke – COO (Invitee)	P	Jay Denslow (Invitee)
P	Kimberly Kissel (Invitee)		
Agenda			
<p>APMP BOARD OF DIRECTORS BOD Meeting AGENDA January 26, 2023</p> <p>Conference Call 10:00 AM – 11:30 AM</p> <p>Supporting Documents: <i>This agenda and supporting documents are in the corresponding APMP (Association of Proposal Management Professionals) BoD meeting folder on SharePoint.</i></p> <ol style="list-style-type: none"> 1. Roll Call – Julia Duke, Staff 2. Call To Order – Alison Coon, Chair 3. Welcome and Opening Remarks, Coon <ol style="list-style-type: none"> a. Objective 2023: Focus on the Future and deliver a premium experience/ROI for our Corporate Members. b. The Huddle....continued. Share a good news story from work and a good news story from home. (Be ready, it could be you!) 4. Board Members Update -- Coon <ol style="list-style-type: none"> a. Welcome New Board Members b. Highlights of Board Orientation c. Update on Daniel Walker 			

- d. Where the Board “meets” electronically – MS Teams, Sharepoint, LucidChart, Planner, Accountability Assignments for 2023 – RACI Matrix

5. Potential Vote – Coon

- a. APMP India Research Request on “APMP Metaverse Study”
- b. Discussion/Potential Vote

6. Micro-Certification Update – Coon and Harris

- a) Executive Summaries
- b) Bid & Proposal Writing
- c) Three in 2023

7. APMP Financial– Rick Harris, CEO

- a) YTD (Year to Date) update
- b) 2023 Update
- c) New Treasurer Search

8. Generative Discussion – Coon

- Segmented services for small, medium, and larger members
- How to better communicate with APMP’s young members

9. Baachu Discussion

- a. Recent posts after ATO revocation

10. Consent Agenda – Coon

- a. Approval of past Meeting Minutes
- b. CEO (Chief Executive Officer) Report
- c. Event Report
- d. Committee Reports (in the APMP BoD meeting folder on SharePoint)

11. Adjourn

Notes

The meeting was called to order at 10:02am EST with 14 voting members present, 1 ex officio and 4 guests.

Opening Remarks

Last year, Steve was all about “Premium Member Experience.”

While we continue to focus on the member I would like to encourage the Board to also think about and create programs for APMP's corporate members:

1. Eye Towards the Future – be ahead of the industry trends to inform both government and commercial procurement.
2. Premium experience for corporate members, we did it for individuals, and we can do it for companies too.

Board Member Update

- Board Orientation Recap (w/ Mark Engel)
 - He helped to provide., focus on APMP's priorities.
 - David Gray – It's a meaningful start to the year and directs us to be intentional in our actions.
- **Staff Introductions** – This year, we are inviting the following APMP Staff to join us for the Board meetings. .
 - Jay Denslow – Director of Marketing.
 - Julia Duke – COO
 - Kimberly Kissel – Director of Certification
- **Daniel Walker**
 - Resigned as a director due to personal/time commitment reasons (**Secretary's note: leaving 16 voting members of the Board of Directors, including the Chair**)
- **Housekeeping**
 - The Board needs to meet electronically.
 - Everything will be uploaded at least a few days before the meeting.
 - Rick noted that several don't have access yet, but they are working on it

APMP India Metaverse Study

- APMP India is asking for APMP to help fund this study (\$30,000)
- Rachel Thompson – Can we meet with them first?
- **Harris Point of Order – if you're not ready to vote, we can always table it to another meeting**
- Leigh Ann – Is there any kind of precedent that we've done in the past for studies?
 - We often receive funding requests from APMP members or chapters. They used the appropriate channels to request funds.
- Amy – What is the purpose of it? I don't see that in the brief.
- Alison – I think we are going to need more information on the scope.
- Jamie - They want to conduct a survey to engage with experts to discuss how virtual reality can be used in the world of proposals.

- Steve – I think we need to raise some questions and need more clarity. **For example,** who is asking? Who will be conducting the survey. Where is the funding is going? The Board wants to be able to ask questions.
- Abhilasha – There is a lot of training being done in the Metaverse and I think the requestors want to see if we can do the for all the bid and proposal ecosystem. I think it is worth considering.
- Gray – Would like to the see the breakdown of the \$30,000 and how the study would be conducted. Also need more information on how it benefits APMP and its members and fits the long-range plan.
- Harris – When asked, stated, the funds are not currently budgeted for and if approved, we would need to downgrade or eliminate other projects. That’s not impossible, because we have made this exception before.
- **Board - We need to go back to the requestor and ask for more information. Everyone with questions should send them back to Alison and Rick and Rick will work with the requestor about getting a new presentation and a Power Point that we can go through it get answers to those questions.**

Micro-Certifications

- Executive Summaries is selling well
- Bid and Proposal Writing is in question writing phase and near pilot testing
- We will run each new micro-certification and they will have an SME and an ATO involved in them. The goal is three per year.
- Survey asking members what they wanted to learn – Pricing (working on), Orals/Presentations, Graphics (highest number).
- Leigh Ann – Are micro-certifications part of the corporate membership?
 - Yes, a member may receive and purchase micro-certification credits.

Financials

- APMP is \$700k better than budget through November 2022
- Harris -- One way to test whether something is useful for the membership is “will they pay for it; even a small sum?”
- Investments are down, but that’s factors beyond our control.

Treasurer Search

- Harris -- Looking for someone who is outside of the industry (banking/finance role). They will not be required to vote on strategic Board matters. **(Secretary’s Note: they will, however, count for purposes of determining quorum).** Talking to a few banks to volunteer someone.

Generative Discussions

- **Segmented Services – for Small, Medium and Large APMP Members.**
 - In addition, it may not always be Small, Medium and Large companies, sometimes it’s about maturity of the organization and different people.

- Be careful that it doesn't unintentionally become a gold/silver/bronze style segmentation.
- Need to look at the segmentations. The complexity of organizations and the similar needs.
- **Young Leaders Coming In**
 - We should review how APMP communicates to younger members
 - History - this has been intentional for us for a long time. We've done very intentional things (40 Under 40), having younger professionals as speakers at our webinars and our events and welcomed younger professionals to our Board.
 - When you give a voice to people, they will participate. We guesstimate 30%-35% of attendees are under 40 at BPC USA.
 - Hot button topics for younger professionals include: A focus on technology and working with it; work-life balance, and what "good the organization is putting out in the world."
 - We should consider surveying younger members.
 - Making sure that content and BOK fits the way people are working today.
 - Intentional Career Path task force is doing some great work reaching out to students and getting them involved in APMP.
 - A recommendation to further expand our young professionals is if we should think about 30 under 30? .

Baachu Discussion

- Coon – Last year, the Board decided to revoke the ATO status of Baachu, which was upheld after an Appeal Board review. Baachu continues to make a bunch of public postings related to the situation.
- APMP's Counsel discussed the facts and path forward.
- Coon will send approved talking points to Board members to use in case asked.

Consent Agenda

- **Meeting Minutes**
 - **Nicole Shaffer move to approve**
 - **Second by David Gray**
 - **Passes by General Consent**

Event Report – Julia

- Events doing well – BPC Europe is next, over 80 registrations, we are hoping for 200. Working hard at pushing registrations and marketing the event in many languages.
- BPC Orlando is going very well. Should have gotten email yesterday.
- Future Forecast for Corporate Members will be airing on January 30.

Adjournment – General Consent at 11:32am EST**Motions**

Motion	Made	Second	Y-N-A	Attend
None Made				

Key Decisions

- The Board will table a vote for the India Metaverse Study until the next Board meeting after more information can be provided

Action Items

Item	Owner
Find New Treasurer	Coon/Harris
Send Questions to Alison and Rick related to the India Metaverse Study	All Board
Request More Information/Power Point from the Metaverse Survey requestors	Harris