

## Annual/Regular Meeting of the APMP Board of Directors

<b>Date:</b>	December 1, 2022		
<b>Purpose:</b>	Regular Meeting of the Board of Directors		
<b>Notice:</b>	<ul style="list-style-type: none"> <li>• Notice provided on December 31, 2021</li> <li>• Materials provided on November 20, 2022</li> </ul>		
<b>Invitees</b>			
P	Steven Coles - Chair	P	Alison Coon – Vice Chair
P	Krystn Macomber – Past Chair	P	Helene Courard - Treasurer
	Daniel Walker	P	Nicole Schaffer
P	Bette Sturino		Kumiko Shikimachi
	Leigh Ann Newman	P	David Gray
P	Stacey Lee	P	Erin Green
	Anatalia Macik	P	Rick Harris – CEO (Ex Officio)
P	Andrew Goldman (Invitee)	P	Julia Duke - COO (Invitee)
<b>Agenda</b>			
<p><b>BOD Meeting AGENDA December 1, 2022</b></p> <p><b>Conference Call 10:00 AM – 11:30 AM</b></p> <p><b>Supporting Documents:</b> <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"> <li>1. Roll Call – Rick Harris, Staff</li> <li>2. Call To Order – Steve Coles, Chair</li> <li>3. Welcome and Opening Remarks, Coles</li> <li>4. <b>Staffing Update – Rick Harris</b> <ol style="list-style-type: none"> <li>a) Director of Certification</li> <li>b) Chief Operating Officer</li> </ol> </li> <li>5. <b>BAACHU Appeal Hearing Update – Coles</b></li> <li>6. <b>Racial Bias Statement - Coles</b></li> <li>7. <b>2023 Board of Directors and Vice Chair Election Update – Coles</b></li> <li>8. <b>CBDC Event Update – Duke</b></li> </ol>			

**9. Micro certifications**

**10. APMP Financial– H  l  ne Courard, Treasurer**

- a) YTD performance

**11. DEI Update - Coles**

**12. Consent Agenda – Coles**

- 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)

**13. Final News – Board**

**Notes**

**Meeting started at 10:07am Eastern Time with 7 of 13 voting members present.**

**Staffing Update**

- **Hire of a new Director of Certification**
  - Received over 30 very qualified resumes, and currently conducting interviews
  - Goal is to make the offer before the end of the year and start the person in January
- **Appointment of a Chief Operating Officer**
  - Julia Duke is appointed as COO of APMP
  - Possible succession planning – not imminent, but it’s good to train up front
  - Press release today or tomorrow
  - Working on a lot of special projects

Courard Arrived – 10:14am

**Baachu Appeal Hearing Update**

- Hearing was chaired by Nicole (PEC Chair and wasn’t part of the original vote)
- Both sides had 7 minutes to state their case and time to answer questions from the panel.
- Deliberated for about an hour and a half and asked for more information
- Reconvened as a panel for another hour
- Panel voted unanimously in favor of upholding the Board’s decision to revoke the ATO status

**Motion: Steve Coles moves to approve the decision of the panel to uphold the decision of the Board of Directors to revoke Baachu’s ATO status. Second Krystn Macomber.**

- No additional questions
- **Favor – 8**
- **Opposed – 0**
- **Abstained – 0**

Shaffer arrived at 10:24am

- No plans to make a big announcement. Propose to inform the ATOs and the Chapter Chairs.
- Responses ready if necessary

#### **Racial Bias Statement**

- Board informed that Baachu made a complaint of racial discrimination and bias. This claim is being dealt with as a part of the process.
- ExComm and legal counsel are handling it.

#### **BOD Slate/Vice Chair Update**

- 11 finalists (23 applied). Finalists will have video interviews
- Interviews will be sent to the Board by Monday at the latest and voting will be until the next Monday (12/12).
- There will be approximately 6-8 Board members chosen
- Two declared candidates for the Vice Chair – those videos are coming soon
- **Rating and electronic vote will be by email**

#### **CBDC Conference Update – Julia Duke**

- Finished the day with 572 registrants and several after-conference registrants
- Introducing Palm Awards – highest attended and most well-rated ones
- Question: Does any of the content get put on APMP TV? No, it's specific to the conference

#### **Micro Certifications**

- Launching two - Executive Summary and Bid and Proposal Writing cert.
- Exec. Summary has gone through some testing and has some great responses
- B&P is tracking behind, but hopefully this year
- Member Survey: to determine what three micro certifications to work on next week
- **There will be a Power Half Hour or Power Hour with people who have gone through it for everyone.**

#### **Social Media Analysis**

- One concern about doing a conference in Orlando.
- APMP elects to take the high road.

#### **Treasurer's Report**

- Strong and better than budget

- Investing in staff has paid huge dividends, and it's worth investing more in staff and take some calculated risks in the next year

**AFFINITY PROGRAMS**

- Number of Affinity Groups continue to grow, intentionally and selectively
- APMP Pride is coming on this month
- Mental Health Affinity Group had their second session, well-received, last month
- We receive several proposals for new affinity groups regularly

**Member December**

- We've been working for months to update and freshen up the look of the Body of Knowledge. Working with a vendor who is on the last little bit. **Will be releasing it in the next week or two.**
- So many releases coming up, that we created "Member December" to release these new things (Pride Affinity Group, Body of Knowledge, Executive Summary Micro Certification – Dec. 12)

**Consent Agenda**

- Minutes are up on the Sharepoint
- CEO Report up on the Sharepoint
- Events Report
- Committee Reports

**Helene Courard moves to approve the consent agenda files and documents posted.**

**David Gray seconds**

- Favor – 9
- Opposed – 0
- Abstain – 0

**Thank You**

**Adjourn Motion – Courard, Second Coon**

**Adjourned at 11:00am**

<b>Motions</b>				
<b>Motion</b>	<b>Made</b>	<b>Second</b>	<b>Y-N-A</b>	<b>Attend</b>
To affirm the Appeal Committee's recommendation to uphold the Board's	Coles	Macomber	8-0-0	8

previous revocation of Baachu's ATO status				
<b>Key Decisions</b>				
<ul style="list-style-type: none"> <li>Communications Plan needs to be written by staff before informing Baachu of the decision. Plan should include both definite communications and responses if needed.</li> </ul>				
<b>Action Items</b>				
<b>Item</b>			<b>Owner</b>	
Develop Baachu Communications Plan			Harris	
Rate and vote on new Board members and Vice Chair elections			All Board	
Power Hour or Power Half Hour to discuss Micro Certifications			Harris	