

**SWANA Sunflower Chapter  
Board Meeting  
10:30 AM  
October 21, 2011  
Wichita, Kansas**

**Those participating:**

John Hawk-President  
Darren Gilbert-Director  
Bill Ridge-Secretary  
Jeff Beyer-Director  
Mike Tabor, Treasurer  
Mike Kukuk, IB Rep.

**Minutes**

**Call Meeting to Order**-John called the meeting to order at 10:28 AM.

**Officer reports**

**Secretary**-Bill presented the minutes of the September 22<sup>nd</sup> held in Wichita. Jeff B. moved to approve the minutes with the grammatical changes suggested. Mike T. seconded. All voted aye.

**Treasurer**-Mike T. presented a balance of \$55087.48 with the last deposit. Comment was made that we need better documentation of deposits/checks to present to auditors. Bills of \$486 for lanyards, \$150 to Lori Wheat for secretarial work, and \$330.97 for mailing of newsletter and nametags were presented.

**IB Rep**-Mike K. nothing new at this time but they would be having two conference calls in the near future.

**President**-John reported that the newsletter had been sent to those on the big list of attendees, etc to better promote SWANA across Kansas. He had already received inquiries as a result of the newsletter. This supports the larger mailing.

**Committee Reports**

**Training**- Darren reported on E-sessions on various training. He was going to focus on potential dates after the first of the year. ;He stated that the HHW training at Junction City is in conflict with our conference in Wichita. It liooks like we have 142 registrants and 10 (maybe 5 more) vendors. Wee need to review the list of vendors to see if we know of some that normally would be signed and follow up with them.

What other activities to offer our membership would be as follows:

1. E-sessions; would could have up to 50 for \$2000 at one location.
2. HHW Training

3. Special projects

**Membership**-Nothing was presented.

**Road-E-O**-Darren reported that Kent S. will have the Road-e-o as a topic at the conference.

**Scholarship**-Nothing reported. We need to advertise this at the conference.

**Legislative**- Nothing to report.

**Newsletter**- John H. reported that the conference brochure had been posted on web site.

**Audit Committee**-Darren reported that returned ballots; along with those turned in at meeting to be given to Mary P. Kent S. will be at conference to serve on committee

**Old Business**

**Conference Planning-**

- John H. presented a conference center order and schedule that seemed to meet our needs.
- Meals will be based on 200 each or less be per head. John H. has approved menus for two days.
- Cash bar will be in the vendor area at the vendor reception. Drink tickets will be furnish at registration. They are worth \$3 each. Mike T. will bring the tickets. Appetizer will be chicken wings, cheese sticks, and fresh vegetables.
- Meats for main meal to be roast beef and fried chicken
- Name tags- we choose the style of name tag for the conference
- Bio needed for some of the speakers.
- Mike F. to fill in for John H. at the conference.
- Helgerson's people will be there to set up the vendor display area at 3:00 PM Tuesday.
- Does some board members need to be there Tuesday? Mike T. said that he planned on it. Mary P. is planning to be there also.
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**Next Meeting-** The next board meeting will be the Annual Member Board meeting on November 9<sup>th</sup> at 5:30 PM in Wichita.

**Adjournment-** Mike T. moved to adjourn the meeting. Mike K. seconded. All voted aye. Meeting adjourned at 11:20 AM.

Submitted to the Board by: \_\_\_\_\_ Signed \_\_\_\_\_ 11/3/2011  
William Ridge, Secretary Date  
Kansas Sunflower Chapter, SWANA

2011swana board meeting minutes10-21-11