

VEMA Executive Committee Minutes
Conference Call
July 22nd, 2015 – 10:00 am

Invited Attendees:

Michelle Oblinsky – President
Walter English – 1st VP
Robert Foresman – 2nd VP
Jennifer Maul – Treasurer
Cheryl Elliott – Secretary

~~Mark Penn – Immediate Past President~~
~~Sara Ruch – Past President~~
~~Jack King – VDEM Representative~~
Bo Keeney – Executive Director

Conference Call Instructions

Call-In: 641-715-3294

Passcode: 231650#

Agenda:

Update on 2018 VEMS

Bo is currently collecting proposals from the hotel Roanoke, the Omni Homestead, the Newport News Marriott and the Richmond Convention Center. A full report will be provided at the August board meeting.

Technology Committee

- **needs a chair**
- **discussion on AMS quotes**

This is the one committee that remains vacant. Michelle asked if anyone knew of any volunteers who may be able to fill this position.

. Walter explained how an association management software (AMS) package works and the benefits of using an AMS system. He suggested updating the VEMA technology to match the “times.” A lengthy discussion ensued about the cost, the functionality and the purpose of an AMS system. Cheryl brought up a validation question about cost and whether the membership would embrace a new system. The overall feeling of the board was to move forward with presenting this topic to the full board in August 2015.

2016 VEMS

- **Typical Board meeting NOT on Friday – other time?**
- **Vendor sponsor idea – charging tower (use at VEMFF too?)**
- **VEMS logo (VCU Branding Center)**

Call for papers almost completed, over 24 proposals received as of 7/22/15. Call for proposals closes on 7/27/15. The next big conference call in August will work on putting program and schedule together.

The President and first VP have concerns about Friday morning board meeting/training. Michelle wanted to know how to make this meeting more effective. She asked if the board should possibly change it to another day. Robert Foresman suggested changing the Friday morning meeting to the new executive board members only to give the new leadership some immediate direction. Walter suggested also having a full board gathering on Tuesday evening immediately prior to the vendor reception. (Approximately ½ hour in registration area). This time will be used to give VEMS updates, thank volunteers and pass along any important updates.

Bo will secure information on cell phone charging stations and rental/purchase options. Additionally, Walter talked about developing a VEMS logo. The planning team liked the concept but because there is a cost to develop a logo it needs to be approved by the VEMA board. Motion English/Foresman to approve a maximum of \$250 (no more than 10 hours) to be allocated from their general fund operating budget for the creation of a VEMS logo to be created in conjunction with the VCU branding center. Motion passed unanimously.

Status of VDEM Membership

Michelle spoke to Dr. Stern and “the check is in the mail” for the \$3000 VDEM membership category which will include all VDEM employees who don’t already maintain an individual membership.

Roles and Responsibilities (English)

Michelle reminded the executive committee of the VEMA Roles and Responsibilities document (found at _____),By abiding by this document’s guidelines, all board members and volunteers can share how VEMA functions and what benefits members gain. This document can be used to help educate the board members, volunteers and potential members.

Fall Forum (Coverage)

This particular year’s format may follow past coordinators briefings rather than making broad changes. VEMA will cosponsor these events. There are three briefings scheduled for the remainder of 2015. Add here who will cover which events....

Other items??

- Update on Registered Agent and SCC point person. Bo Keeney was instructed to have Kris Keeney, JD no longer represent VEMA in any manner. Bo Keeney is now to represent VEMA as the registered agent and to file all appropriate SCC paperwork
- Michelle received an email from Keith Dowler (VEMA Member) who wants to pursue a VEMA license plate with the state. He asked that VEMA explore this option. Executive Board suggested Keith pursue this option on his own at this time.

Next Board meeting: Scheduled for August 12, 10:00 am, at VDEM Trade Court Facility.