

planning meeting July 2012

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Hi all,

Here is what we discussed last night:

8/17 Sounds Outing

Deposit has been made. It is a Friday evening at 7:00. The original cost is \$30 per person and includes an all-you-can-eat buffet, a pavilion, seating adjacent to the pavilion (behind home plate), and \$2 beers all night long. Parking is extra. After some discussion it was decided to subsidize half the cost to members and to invite the Insurors. We must handle our own tickets; Deb is checking to see if we can use will-call. Advertising will be done by means of a mass e-mail now, then a reminder before the cut-off for registration (August 1). Sandra will collect registrations at her home.

Documentary Compliance

Daniel is handling this. Initially we will work on getting incorporated. That process is 5 steps:

1. Approve a new chapter agreement,
2. Approve a new set of bylaws,
3. Submit a list of directors & officers (with their contact information) to the society,
4. Collect and submit resolutions from members that we operate in conformity with the national society,
5. Collect and submit resolutions from the officers that we operate in conformity with the national society.

Steps 1 and 2 involve reviewing models provided by the society. The board can submit changes to the society for approval. Once a final model is agreed upon, we will vote to accept them. The bylaws will be submitted to the general membership for a vote, with acceptance or failure to be based on our current bylaws. Once all 5 steps are complete, the society will apply for incorporation on the chapter's behalf. Richard volunteered to help Daniel with the process.

Meetings

The subchapter's meetings are set: 9/19, 10/17, 11/14, 1/16, 2/20, and 4/17 (combined meeting for the MTSU students' presentations). All of these are Wednesdays. Nashville will have meetings 1 week prior on a Tuesday or Wednesday; Deb will be submitting a survey to the membership to determine which day would be best. Nashville meetings, venues and speaker ideas are as follows:

- September: Richland. Deb is taking care of scheduling Richland and getting a speaker, possibly related to the new federal health care law.
- October: CNA or Cat. Richard is taking care of getting the venue and a speaker, possibly the arson dog presentation.
- November: Richland, to include local conferment of new designees. Deb will be getting the speaker, possibly someone involved with construction of the new convention center.
- December: Christmas social. The leading venue is Monell's at the manor near the airport.
- January: Deb is checking venues in the Vanderbilt area. Richard will be contacting a defense attorney (sorry, didn't get the name, it is long) to be our speaker.
- February: State Auto. Barbara is getting the venue and will be contacting their CEO to speak.
- March: I-Day. Richard is contacting a person at Nissan to see if we can get a tour of the Smyrna plant and have a panel discussion with their risk management staff.
- April: combined meeting with the sub-chapter, 4/17, at State Farm in Murfreesboro.
- May: Richland, new officer installation, we will be in touch with Tom Beadles to speak for us.
- June: end-of-year event at Arrington Vineyards.

Budget

General discussion and review. The investment account is currently in mutual funds and we have not been making deposits. Daniel suggested we move it into a money market account to keep it safe until we decide what to do with it. Richard suggested developing an ad-hoc committee, independent of the board, to suggest ideas for the investment money. Deb suggested an endowed scholarship. Deb also volunteered to get in touch with Theresa to get old financial records in view of requesting a general audit, as it is not known how our records currently stand. It was also suggested during this time that the chapter get a permanent mailing address (either a PO Box or a UPS store address) as part of the incorporation process.

Circle of Excellence

It has become streamlined. At the end of September Aaron will present the chapter's plan of action to Tom, then at the end of the year Aaron will present a write-up of how the chapter did compared to our plan. 3 to 5 main activities are suggested. Aaron will review the summary sent by the society and get in touch with Tom with any questions.

Richard has contacted someone who is willing to offer a CPCU 540 class for students. The prospectus is designed for the class to pay for itself if at least 8 students participate and to benefit the chapter if more students sign up. 4 classes will be offered in September and 2 each in October and November.

According to Brian Savko (via Richard): speaker gifts are OK, raffles and drawings for prizes are not. Speakers are not covered for liability arising out of statements made at our meetings by any CPCU insurance policy. The mentoring program now has an organized committee meeting with students. It will still be student driven; a meeting with potential mentors and interested students is planned for 9/29/2012.

Barbara and Sandra will be inviting our national representative for a connections visit to each of their offices. Deb will be getting them contact information.

Good works: the teddy bear drive for law enforcement and firemen appears to be a good cause that can be supported with little effort. A volunteer is needed to be in charge of collection and delivery.

We will be having another meeting at the end of August to set the plan in place, i.e. to have all the "maybes" and "checking intos" above resolved. Specifically, the dates, venues and speakers for the meetings should be set at this time. Aaron will also be getting in touch with Tom before then to see if the chapter year is going to a calendar-year basis (1/1 to 12/31) and if so, if we are to remain as board members until December 2013.

I suggest Monday, August 27 for the finalization meeting. If anyone has a conflict on that date, please let me know at your earliest convenience. The time and place of the meeting will be the same (4:30, Famous Dave's).

Aaron Moss, CPCU

Underwriting Field Services, Brentwood
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