**Attendance**

|  |  |  |
| --- | --- | --- |
| **Board Member**  | **Board Assignment**  | **Attendance**  |
| Sharon Delvisco, CGMP  | President  | Present  |
| Melisa Lee, CGMP  | 1st Vice President  | Absent |
| Zondra Jones, CGMP  | 2nd Vice President  | Present |
| Allison Landry, CGMP  | Treasurer  | Present  |
| Willma Harvey, CGMP  | Secretary  | Absent |
|  | Past President  |  |

President Sharon Delvisco called the meeting to order at 10:21 AM.

Secretary Willma Harvey was absent so Sharon Delvisco called the Roll.

Zondra made a motion to approve Melissa Lee Boyd’s absence. Allison Landry seconded the motion, all present were in favor, and the motion passed.

Zondra Landry made a motion to approve the October 13, 2022 board meeting minutes. Allison Landry seconded the motion, all present were in favor, and the motion passed.

**Officer Reports**

President - Sharon Delvisco

President Delvisco reported the following:

- The monthly/annual report filings are current.

- The monthly financial statements review was completed

- The chapter’s business plan and priorities are still in effect.

- The chapter’s monthly reports were submitted to National before the deadline.

First Vice President – Melissa Lee

Absent. No Report

Vice President – Zondra Jones

Absent

Secretary - Willma Harvey

Absent

Treasurer - Allison Landry

Treasurer Landry reported the following:

The bank needs Board Meeting minutes that authorize the removal of LeAnna Toups Bennett’s signature authority from the accounts. Zondra motioned to remove LeAnna Toups Bennett’s signature authority from the SGMP La accounts with the bank. Allison seconded the motion. Everyone present approved the motion and the motion passed without opposition.

Bank Account Summary

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Month-Year**  | **Beginning Balance**  | **Credits**  | **Debits**  | **Ending Balance**  |
| Sept 2022  | $6178.67 | $854.00 | $262.07 | $6770.60  |

**Committee Chair Reports**

Membership Report

Sharon reported the following:

-We have 19 planner members and 14 supplier members.

-We are reaching out to those with renewal dates within 60 days.

-Allison will talk with speaker David Ferris about membership.

-Sharon will reach out again to Heather with Bourbon Orleans that sent the email about membership.

-In Spring we will do another mail out targeting the state meeting planners and CVBs from Texas and Gulf Coast area.

-Zondra will ask if it is possible for us to have our flyer as resource material for the local MPI chapter meetings.

Program Report

Sharon reported that Willma has a plan for the meetings through May 2022. There will not be a monthly meeting in June due to NEC.

Those present reviewed the evaluations from the October meeting.

Hospitality Report

Allison reported the following:

- Sharon has made posts for upcoming birthdays and anniversary dates reported by members.

Communications Report

Sharon reported the following:

- There has been an increase in the number of followers for all social media accounts.

Fundraising Report

- Donations for fundraising activities can be done online.

- Another raffle will be done at the November meeting.

Community Involvement Report

The spring community involvement campaign will be Spread the Love Campaign to collect peanut butter for food bank. There is a secondary idea to consider of collecting items to donate to One Heart NOLA. They collect items needed by foster families when unexpected emergency placements are needed for children that are in need of placement.

**Unfinished Business**

Chapter Retreat is scheduled for Dec 8 & 9 and the speakers have been confirmed. There are nine people registered to attend at the present time.

**New Business**

N/A

**Adjournment**

Allison made a motion to adjourn.  Zondra seconded the motion, all present were in favor, and the motion passed. Meeting was adjourned at 10:48 am.