

DELAWARE PUBLIC PURCHASING ASSOCIATION, INC
FIRST QUARTER MEETING

Updated Minutes of Thursday, February 27, 2014

The First Quarter meeting of the Delaware Public Purchasing Association (DPPA) for 2014 was hosted by the City of Dover at the Dover Public Library

Present in attendance: Clifton Crawford, Ruth Kowalski, Latonya "Toni" Frieson-Jones – New Castle County; Kimberly Cuffee, Sussanne Jara – Delaware State Police; Barry Wolfgang – City of Dover; Heather Herold – Town of Elsmere; Paul Giery – DCI; Wendy Brown – DHSS
Guests: Denita Thomas – City of Wilmington; Cenise Wright – City of Newark; Dean Gary – City of Harrington

Opening of the Meeting – Clifton

Clifton Crawford, President, called the meeting to order at 10:00 a.m.
Introduction of the attendees

Reading of the Minutes

Clifton asked to dispense with the reading of the minutes.

Motion: Sussanne made and Ruth seconded a motion to accept the 4th Quarter minutes.
The motion passed.

Treasurer's Report - Heather

Motion: Toni made and Kim seconded a motion to approve the Treasurer's Report.
Motion passed.

Finance – Bruce

Sussanne read the unofficial report. She suggested we raised the budget for Programs to \$4,500.

Program – Bruce

N/A

Chapter Liaison – Sussanne

The Region II Conference will be held in Atlantic City, NJ on 4/30 – 5/1.

Maryland is hosting several NIGP classes. Barry went over the schedule for this year.

2014 Forum will be held in Philadelphia. They are looking for volunteers. Those who volunteer will have their registration rate decreased to \$550. Volunteers only need to work 8 hours for that comp. Kim suggested that volunteering at the Forum would be good even if you do not wish to register and attend.

March is Purchasing Month. New Castle County hosts Pretzel Day & Swap Meet.

Awards & Scholarships – Pete & Ruth

Motion: Kim made and Paul seconded a motion to increase to budget for awards on Regional Conferences. The amount will go from \$650 to \$700 for this year only. Motion Passed.

Membership – Pete

Today's meeting was advertised in the paper.

Education – Ruth

N/A

Public Relations – Clifton

N/A

Strategic Planning

N/A

Historian – Kim

N/A

Speaker:

Paul Beane from DELARF spoke about enhancing the lives of people w/ disabilities. There are several procurement alternatives, such as, Janitorial and Temporary Employment, and Secured Document Destruction.

Unfinished/ Old Business

Paul and Kim will meet up to get the website operational. Kim stated that it should be up by the next membership meeting.

Committee changes:

Clifton will take over for Chapter Liaison and Strategic Planning

Paul will take over Public Relations

Pete & Barry will take over Membership

Leadership Symposium is being offered to officers from National Chapters putting people in touch w/ their interests. NIGP is pushing for people to attend the webinars.

Chapter of the Year submissions are due by 5/9.

Paul volunteered to collect the information for next year.

Sussanne stated that we can do some volunteer events to help with the submission for next year. For the 2nd Qtr. meeting, we will collect donations for SPCA. For the 3rd quarter meeting, we will collect for the Food Bank.

Public Relations – Paul will write up something for all agencies with Sussanne's help. We will call to see if pick up is available.

Sussanne will review the Chapter Handbook for any necessary changes to be made and to report back to the Board.

New Business

Discussion on new ways to bring in money: Reverse Trade Show.
PAPPA brought in \$60,000. There may be a possible tax issue.

Motion: Sussane made and Paul seconded moving our fall Region II Conference to April. The Future date will be selected.

Good and Welfare

Two Drawing Winners from the Region II Conference: Toni and Kim

Second Quarter Meeting will be hosted by New Castle County on 5-15
Third Quarter Meeting will be hosted by Town of Bethany Beach on 9-26
Fourth Quarter Meeting will be hosted by City of Wilmington on 12-5

Meeting Adjourned