

DELAWARE PUBLIC PURCHASING ASSOCIATION, INC
SECOND QUARTER MEETING

Minutes of Thursday, May 15, 2014

The Second Quarter meeting of the Delaware Public Purchasing Association (DPPA) for 2014 was hosted by the New Castle County at the NCCPD Southern Patrol (Middletown).

Present in attendance: Clifton Crawford, Ruth Kowalski – New Castle County; Kimberly Cuffee, Sussanne Jara – Delaware State Police; Tina Romano – City of Wilmington; Charlie Boyer – Town of Smyrna; Barry Wolfgang – City of Dover; Mike Sabol – Retired; Wendy Brown – DHSS; Erika Martine-Dubquette – Dept. of Corrections

Opening of the Meeting – Clifton

Clifton Crawford, President, called the meeting to order at 10:10 a.m.'

Reading of the Minutes

Sussanne stated two errors in the minutes. The first was the motion to increase the budget for the Regional Conference from \$650 to \$700 was for this year only. The second error was the omission of Sussanne to review the handbook for any necessary changes and to report back to the Board.

Motion: Ruth made a motion and Sussanne seconded the motion to approve the minutes with the changes. The motion passed.

Treasurer's Report – Heather

Discussion on how to get members to come out to the meetings – Clifton will talk to Pete and Barry about what we can do to encourage attendance.

Motion: Mike made a motion and Ruth seconded to approve the Treasurer's Report.

Finance – Bruce (Chairperson)

N/A

Program – Bruce (Chairperson)

Suggestions: Not to have any vendors come and speak at our meeting. Sussanne suggested P cards and to ask what other chapters have at their meetings.

Chapter Liaison – Clifton (Chairperson)

Sussanne sent an email to Maureen McIlvane to see if we can volunteer without registering for the Forum. Cliff and Ruth are attending the Forum. Clifton asked for anyone who is going to notify him to see if we qualify for a group discount.

Awards & Scholarships – Pete & Ruth (Chair people)

N/A

Membership – Pete/Barry (Chair people)

N/A

Education – Ruth (Chairperson)

NIGP is advertising webinars heavily. To obtain a CPPB, you must have an Associate's Degree. To obtain a CPPO, you must have a Bachelor's Degree.

Motion: Clifton made a motion to add Chairperson to the Committees' listings. There was no second and the motion was deemed unnecessary.

Public Relations – Paul (Chairperson)

N/A

Strategic Planning- Clifton (Chairperson)

We are still working on the donation drive for the SPCA. Later on this year we will have a food drive.

Historian – Kim (Chairperson)

N/A

Old Business

Discussion on Website: Paul was unable to get up with Kim to do a report. Kim gave Paul the web link and password so both of them can work on the website as their time permits.

SPCA collection: Clifton will drive the items over to the SPCA. Cliff's local donated \$16

Motion: Mike made and Wendy seconded a motion to donate \$50 to SPCA. The motion passed.

Sussanne went over proposed changes to the Chapter Handbook. Sussanne will draft a ballot for Cliff to send to the members on changes to the By-Laws.

New Business

N/A

Good and Welfare

Next Meeting – September 26th hosted by Town of Bethany Beach
Meeting Adjourned