

Chicago Print Production Club
Board of Directors Meeting
February 28, 2006
Leo Burnett Offices
Chicago, Illinois

MINUTES

The Presiding Officer was President Kelly D'Anna. Those present were:

Nancy Cardea	Nancy Flemm	J. Gentre Vartan
Dawn Christner	Nicole Halloran	Barbara Boden, Executive Director
Maggie Clancy	Heather Huck	Tova Moore, Account Manager
Kelly D'Anna	Mary Beth Radeck	

President D'Anna welcomed everyone and thanked them for participating. She noted several people had called in late that they were out ill and would not be able to attend. There would be a quorum as soon as Ms. Clancy arrived.

ADMINISTRATION

Approval – January Minutes

- There being no corrections, and upon motion duly made and seconded, the Minutes of the January 24, 2006 Board of Directors meeting were approved as submitted.

Treasurer's Report

Treasurer Huck reviewed the January Financial Report. For one month, there was minimal activity. She noted there now were five Platinum Sponsors and she expected a sixth shortly. Appleton Coated would be sponsoring the March 14 luncheon meeting. There still was some old financial business that had to be wrapped up so the 990 IRS report could be prepared.

- After a brief discussion, and upon motion duly made and seconded, the Treasurer's Report was received as submitted.

ACTION ITEMS

There were no action items for approval.

BOARD AND ADVISORY GROUP REPORTS

President's Report

The Executive Committee continued to work on fully developing the Policies and Procedures Guidelines.

Career Resource

Chair Radeck reported she and Ms. O'Meara were working on a plan to enhance the employment section and asked when the latest ads would be posted to the web site. The Marketing Advisory Group was working on web site improvements and expected to have the ads posted shortly.

Education

Co-Chair Flemm reported there had been a good turnout for the February 14 Ink Technology SmarTrac. The April event also was expected to be well-received.

Marketing

Reporting for Chair Smith, President D'Anna said the Advisory Group, as previously noted, was developing marketing plans with the new web site as the focal point, which should be launched in the next couple of months.

Membership

Chair Clancy reported an e-mail "blitz" was on to encourage non-renewed members to renew by March 10 in order to avoid paying non-member fees for events. Currently, there were 41 new members and 136 renewed members, for a total of 177.

It was suggested that the AIG member list might prove useful, particularly since there was a large number of students participating. It would serve as access to the student population, something that had been difficult to achieve. In discussion, it was noted that subsidizing students would put a drain on Club finances. Traditionally, students did not

expect to pay for anything, and the Club did not have the funds to cover their meals. After further discussion, the topic was deferred for further consideration.

Program

Co-Chair Halloran reported the postcard was out for the March event on emerging trends in the industry. She anticipated a good turnout. Staff noted that the registration deadline had been moved up to noon of the day before to ensure the venues had the guarantees in sufficient time to plan the meals.

Special Events

Reporting for Chair Day, Ms. Boden stated the contract for the Paper Show at the Peninsula Hotel had been finalized. The new date was May 10. With the May date, it was hoped the weather would permit use of the adjacent courtyard. Virtually all of the exhibitor space had been reserved; there were only a couple of spots left.

Supplier Directory

Chair Vartan reported the 2006 Directory was in process. Although Caps had declined, there was good response, including several new advertisers. Invoices had been sent; most of the ads were paid, including those for the Platinum Sponsors.

Staff Report

Ms. Boden said everything had been covered in the Advisory Group reports.

OTHER BUSINESS

Next Board Meeting

The next Board meeting would be held on Tuesday, March 28, 2006, noon to 1:30 p.m. at the Leo Burnett offices.

There being no further business, and upon motion duly made and seconded, the meeting was adjourned.

Respectfully submitted,

Barbara Boden
Executive Director