

*CPAK Executive Board Meeting Minutes
September 14, 2007*

Called to order: 10:12AM

Present at the meeting: Angela Taylor, Mark Woolwine, Kenny Quisenberry, Tracy Lara, Patrick Noltemeyer, Bethany Kilgore, Katy Buerger

Patrick began the meeting with several topics (sent by Michael):

- Location-may change to the Holiday Inn East instead of the Galt House
- Speakers-Charles Schroeder or Debbie Ford (Available for Keynote and CPAK Professional Award for 2002)
- Website: Kenny will meet with Patrick at a later time to update the website. Two items: updating picture if you do not like your picture and listserv service. Patrick will check the listserv service. Suggestions: Counseling@kycpak.org. gradstudents@kycpak.org as an example
- Liaison Recruitment: Focus contact-Telly has determined his, Bethany is working on her and we will chat with Jarred about what he has done. Angela will email the Member at Larges to determine who are the liaisons?
- Membership Topics: Brochure, Membership Application, Timeline. Discussed Brochure-Members Only section, Committees for Application? When sending out conference information include details, meals, etc.
- CPAK Dates:
 - Mid-October: Email Blast to Website directing them to Membership Brochure
 - November: Save the Date Email for Conference
 - January: Mailer about the Conference
 - February: Program Announcement (Also added to the website)
- Newsletter Development: Mark is looking at professional development newsletter. The newsletter needs to have a title. Michael will do a President's welcome. Also, we will ask a VP to write an article. Possibly a Newsletter Committee. Newsletter idea names: CPAK Express, Express Connection.
- Insurance Options: No updates on insurance options at this point. Bethany is working on that and looking at legalities of insurance.

Patrick opened the discussion for any other ideas to discuss:

- KGI: Waiting until next fall to have this event. Make sure to discuss KGI at the CPAK Conference in the spring.
- Website: Kenny will update the website to add the conference information.
- Conference Calls: Reminder email will be sent out to remind members about conference calls.
- Vendors and Programs: Make sure to be thinking about vendors and programs.
- Newsletter: Mark said we could get out a newsletter by the end of October. It will be sent electronically.