

Central Ohio Chapter CAI
Programs Committee Meeting Minutes
October 16, 2018

Attendees: Karen Murphy, Chair; Kim Bock, Vice Chair; Kathie Cessa, Jeremy Hamilton, Michelle Hoffman, Jennifer Huber, and Jeff Kaman
Absent: Jane Rogaliner

I. **CALL TO ORDER**

Karen Murphy called the meeting to order at 2:00 p.m.

II. **APPROVAL OF LAST MEETING'S MINUTES**

The minutes from the July 27, 2018, meeting were presented for approval. *Minutes were approved by unanimous vote of those present.*

III. **OLD BUSINESS**

A. **2018 Luncheons**

- a. **September 27 Luncheon** – Feedback on this topic was very positive.
- b. **November 15 Luncheon** –Dawn Bauman is confirmed to speak at this luncheon. Her topic is National growth of Associations.

B. **Board Leadership/Development Classes**

- a. **Back-To-School Theme** – Holding courses in September, October, and November. Each a 3-hour course. Karen is purchasing Back to School items for distribution to attendees (pens, pencils, mini calculators, ruler, small notebooks, candy)
 - i. Location: Serv Pro office – 7440 Pingue Drive, Worthington, OH 43085
 - ii. Times:
 1. Registration – 5:30 p.m.
 2. Course – 6:00 – 8:00 p.m.
 - iii. Series 2 – October 24 – Governing Documents and Roles and Responsibilities, Association Rules & Conflict Resolution
 - iv. Series 3 – November 14 – Communications, Meeting & Volunteerism, Professional Advisors & Service Providers

C. **2019 Luncheons**

- a. **January 10 – Annual Meeting** – Legal Session (Jeff/CAMICB) –Moved from 1/24 due to conflict.
- b. **March 28** – Culture Shoc – Kathie is working on this topic
- c. **May 23** – Women Leadership panel – Kim is working on this.
- d. **July (Date TBD based on 2018's Happy Hour)**
- e. **September 26** – Mechanics of a disaster – Michelle Hoffman
- f. **November 21** – Representative from CAI National – Manager credentialing

D. **Educational Materials on CAI Website**

- a. Jane Rogaliner has submitted a section on restoration.
- b. Karen Murphy to submit a section on what my condo fee covers?
- c. Kim Bock to submit a section on: What to consider when buying a condo and for what am I responsible as the owner.

IV. **NEW BUSINESS**

None.

V. **NEXT COMMITTEE MEETING**

The next committee meeting is at 8:30 a.m. on Thursday, November 29, 2018, at Jeff's office in Worthington.

VI. **ADJOURNMENT**

Having no further business to come before the committee, a motion was made and seconded to adjourn the meeting. Meeting adjourned at 9:20 a.m.

Respectfully submitted,
Karen A. Murphy
Programs Committee Chair