

**Heartland Region Executive Board Meeting Minutes  
Administration Personnel Association  
Presbyterian Center, Louisville, KY  
and  
First Presbyterian Church, Jeffersonville, IN**

**Thursday, September 28, 2017**

President, Carol Wetzel, called the meeting to order at 6:34 pm and offered the opening prayer.

**Roll Call:**

President, Carol Wetzel - present	Secretary, Dana Bourne- excused
President-Elect, Dana Bourne- excused	Treasurer, Deborah Senile- present
Past President, Sandi Capoccio- present	Scholarship, Leslie Keusch- present
Certification, Christy Riggs- present	Membership, Bonnie Tyler- present
Communications, Lindy Bearss- excused	Historian, Pat Rose- present

Carol welcomed everyone present and thanked them for attending. She also introduced and welcomed our guest,

**A motion was sustained** to approve the docket.

**A motion was sustained** to approve the minutes of the Heartland Executive Board meeting of November 3, 2016.

### **Reports**

**President** – Carol Wetzel reported on the 2017 Appointments/Class Updates:

Bonnie Tyler – Membership 2016 – 2018

Lindy Bearss - Communications/Newsletter 2017 - 2019

Christy Riggs – Certification 2016 - 2018

Leslie Keusch – Scholarship 2017 - 2019

Pat Rose – Historian

The Region may need a second external drive to display the historical pictures.

Carol is trying to get the history of the Heartland Region.

**Treasurer** – Deborah Senile reported a balance of \$3,483.47 in the checking account and \$1,307.62 in the scholarship account as of the end of June 2017. **A motion was sustained** to accept the financial report.

**Nominating** – **A motion was sustained** to accept the nominations of Wendy Maki for Secretary and Susan Vincent for Treasurer.

(reporting for the committee consisting of Pat Rose, Ohio; Lindy Bearss, Michigan; Bonnie Tyler, Indiana; Deb Worland, Kentucky)

**Scholarship** – Leslie reported the beginning balance of the scholarship fund on January 1, 2017 was \$1,286.62 and the ending balance as of 9/14/17 was \$1,259.62. One scholarship was asked for and granted for Deb Worland. **A motion was sustained** to accept the report.

**Certification** – Christy Riggs reported one member from Mid-west is attending a class at this conference to complete her level I. Grants are available only for 2018 for

certification opportunities. See the attached report. **A motion was sustained** to accept the report.

**Membership** – Bonnie Tyler reported that Heartland has 25 members to date. The new members will receive a gift at lunch tomorrow. **A motion was sustained** to accept the report.

**Communication** – Lindy Bearss submitted a report that stated the committee has renewed the subscription with Constant Contact for another year. **A motion was sustained** to accept the report.

**Historian** – no report

### **Items for Discussion**

**A motion was sustained** to approve the 2018 Operating Budget. See attached.

**A motion was sustained** to approve the 2018 Scholarship Budget. See attached.

**A motion was sustained** to rename the scholarship fund to Donna Williams Memorial Scholarship Fund.

The November 3, 2016 Standing Rules state they were last updated 2013 but the correct date was 2011. 2017 Standing Rules Update were reviewed by Sandi Capoccio and Pat Rose. **A motion was sustained** to approve the Standing Rules with the correction that were recommended.

### **Future of Heartland Region APA**

The National APA may dissolve the Greater Midwest Region as of December 31, 2017 or they could become members of the Heartland Region.

Future Structure of APA: A National Task Force was created with the mandate of "It was recommended and approved by Council that the Executive Board appoint a task force of five members and define their duties to look at an option of creating a Board of Directors with defined regions or an option of dissolving regions and creating optional chapters with membership held at the National level."

Audit of 2016 Books was reported by Christy Riggs and the Books were approved. 2018 Regional Location was discussed. Regional in Michigan or Regional in Minneapolis with the National Conference.

### **New / Other Business**

2018 Regional Fund Raiser and Silent Auction was discussed. Carol suggested a notebook holder or charms. A suggestion was made to have the class descriptions available to anyone who might be interested in coming. **A motion was sustained** to give \$50 from the operating fund to the PDA Hurricane Fund from the Heartland Region and anyone else can give to it as well.

Prayers and Concerns: Tammy Schnitker's Father-in-law / Father passed away.

Carol closed the meeting at 9:12 pm with prayer.

Recorded by,  
Leslie Keusch

**Heartland Region Executive Board Special Meeting Minutes  
Administration Personnel Association  
Presbyterian Center, Louisville, KY**

**Friday, September 29, 2017**

President, Carol Wetzel, called the meeting to order at \_\_\_\_\_ .

<b>Roll Call:</b>	President, Carol Wetzel - present	Secretary, Dana Bourne- excused
	President-Elect, Dana Bourne- excused	Treasurer, Deborah Senile- present
	Past President, Sandi Capoccio- present	Scholarship, Leslie Keusch- absent
	Certification, Christy Riggs- present	Membership, Bonnie Tyler- present
	Communications, Lindy Bearss- excused	Historian, Pat Rose- present

Christy made a suggestion about the line item in the budget for instructors. Instead of offering a stipend for teaching she recommended to change that budget line item to instructor gifts with a \$10.00 limit each. I did not offer any instructor stipend for this conference but agreed to get each one a \$10.00 starbucks card and give to each instructor.

Pat said she had to pay instructors in her area. It was suggested to leave the budget line item as is and add “/instructor gifts \$10.00 each”, that way if an instructor needs to be paid it is in the budget.

**A motion was sustained** to add “/instructor gifts \$10.00 each” to the instructor budget line item.

The meeting adjourned at \_\_\_\_\_ .

Recorded by,  
Carol Wetzel

**Heartland Region Executive Board Special Meeting Minutes  
Administration Personnel Association  
First Presbyterian Church, Jeffersonville, IN**

**Saturday, September 30, 2017**

Judy Johnson, filling in for Carol temporarily, called the meeting to order at 12:31 pm and Judy Pickett offered the opening prayer.

**Roll Call:** President, Carol Wetzel – arrived at 12:45 Secretary, Dana Bourne- excused  
President-Elect, Dana Bourne- excused Treasurer, Deborah Senile- present  
Past President, Sandi Capoccio- present Scholarship, Leslie Keusch- present  
Certification, Christy Riggs- present Membership, Bonnie Tyler- present  
Communications, Lindy Bearss- excused Historian, Pat Rose- present

Guests: Judy Johnson, Members for Greater Mid-West Region: Judy Pickett, Trish Depperman, Emily Holman, and Tiffany Ward

Judy Pickett explained about Mid-West's position of having to 1) come into compliance 2) dissolve the region or 3) merge with another region. Mid-West would like to merge with Heartland and request a name change of the region and to have 2 people from Mid-West on the board. The merger was discussed.

**A motion was sustained** to accept with love the members of the Greater Mid-West region into the Heartland Region.

The meeting ended at 1:10 pm.

Recorded by,  
Leslie Keusch