

State of Iowa Black Belt Association  
Cabinet Meeting Minutes  
Innova Ideas & Services, 304 Main St., Ames  
6/5/05 4:00 p.m.

Meeting was called to order by Master Gundlach at 4:05 p.m.

Cabinet Members Present: President – Kathy Gundlach, Hapkido Delegate – Mani Mina, Judo Delegate – Kenwood Scoggins, Taekwondo Delegate – Holly Bignall, At-Large Delegate – Teresa Bruns, Secretary – Linda Griffen.

Committee Chairs Present: Webmaster – Gori Devrajani

Minutes from the last meeting on 4.9.05 were read and approved.

Prior to meeting, Ms. Wendi Prince moved (via email) to repair, update and upgrade the SIBBA scoreboard system and to appoint Mr. Matthew Ross and Mr. Justin Ross as Scoreboard Co-Directors. Master Griffen seconded the motions. MOTIONS PASSED.

We also passed a motion to have Master Mike Wickham to handle our mutual funds.

#### **I. Poomse VHS and DVDs**

- Mr. Devrajani has 50 Poomse DVDs done
- Master Griffen moved to keep VHS and DVD price as is (\$20), Ms. Bignall seconded the motion. MOTION PASSED.

#### **II. Treasurer and Membership misc**

- Discussion: There is interest in knowing how fast inventory such as Poomse DVDs/VHSs are selling so we can better anticipate if/when to duplicate more or re-create them. There is also interest in obtaining more specifics on membership enrollment, such as the number of current members and the number of new members. ACTION: Master Gundlach to speak with Ms. Sally Prince and Ms. Wendi Prince about it.

#### **III. Website**

- ACTION: Mr. Devrajani to work with Ms. Sally Prince to get membership database live online. It was noted that our ISP will charge extra for a back-end database.
- Switch from ISP Cydian needs to be completed. ACTION: Master Gundlach and Mr. Devrajani to work on completing this the week of June 6.

#### **IV. Nametags and Membership cards**

- Currently on hold. ACTION: Master Gundlach and Ms. Bruns to follow up.

#### **V. Symposium**

- Date: Sept. 24, 2005
- Cost: Cost of Symposium is cost of membership.
- Time 10am – 5 pm (building does not open until 10 a.m. – we think.)
  - 10 – 10:30: opening ceremony to introduce symposium presenters by Master Pak, housekeeping info from SIBBA member, check in and registration
  - 10:30 – 11:50: group I sessions

- 11:50 – 12:35: lunch
- 12:35 – 1:55: group II sessions
- 2:05 – 3:25: group III sessions
- 3:35 – 4:55: group IV sessions
- Briefly discussed having some type of closing ceremony too, although no decision was made.
- **ACTION:** Dr. Mina and Mr. Jon Antione to reserve Beyer Hall and State Gym for the symposium by 6/13/05.
- **ACTION:** Ms. Bruns will work with her insurance provider to get coverage for SIBBA during the symposium. Cost will be \$400-\$500.
- **Informational Flyer:** An 11x17” poster will be created to post on campus and an 8.5x11” version will be created to attach to emails. Mr. Whalen was suggested as possible poster designer.
- **Lunch options:** under investigation by Dr. Mina.
- **ACTION:** Master Griffen to design “free-lunch” ticket for presenters.
- **Membership Appreciation Event:** will take place after the Symposium. Locations are under consideration.
- **Set schedule for class times, breaks and lunch.**
- **Brainstormed for sessions and assigned cabinet members to recruit presenters.**
- **General discussion:** It’s ok for presenters to market themselves before or during the Symposium; set limits on class sizes.
- **ACTION:** Ms. Bignall to email the forms that were handed out at today’s meeting to members who were unable to attend.
- **ASSIGNMENTS:** Everyone please read through last year’s evaluation form and come to next meeting with any changes.

**Date for next meeting: Sunday, June 26, 4:00 pm, Innova Ideas & Services.**

Those unable to attend in person, please call in via conference call. Contact Master Griffen (Lgriffen80@msn.com) for instructions on how to call in.

Ms. Bignall moved to adjourn the meeting, Mr. Scoggins seconded the motion.  
Meeting adjourned at 6:40 p.m.

Respectfully Submitted by Linda Griffen, Secretary