

Central Ohio Chapter CAI  
Programs Committee Meeting Minutes  
April 26, 2019

Attendees: Kim Bock, Vice Chair, Emily Stewart, Jennifer Huber, Kathie Cesa, Michelle Hoffman, Jeff Kaman, and Jane Rogaliner

Absent: Karen Murphy, Aimee Myers and Jeremy Hamilton

I. **CALL TO ORDER**

Kim Bock called the meeting to order at 8:35 a.m.

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

The minutes from the February 6, 2019, meeting were presented for approval. Jane Rogaliner motioned to approve the minutes; Jennifer Huber seconded the motion. Motion approved.

III. **OLD BUSINESS**

A. **Board Leadership/Development Classes**

- a. **Selection of Date for the 4-hour course** – Date selected; October 12, 2019 from 9am – 1pm. Location to be determined.
- b. **Action Item – Marketing** – Karen Murphy to develop marketing plan for presentation at the next committee meeting.

B. **2019 Luncheons**

- a. **May 23** –Leadership - Kim and Jennifer reported on the status of the panel luncheon presentation. The moderator and panelists are set.  
**Action Items:** Kim and Jennifer to work on CAMICB Application, meet with Kathie for room set up; Emily to seek Board approve for thank you gifts for moderator and panel not to exceed \$25 each or a total of \$125. Kathie to load Luncheon description to the website.
- b. **July 19** – Informal summer gathering - Arnold secured the Pins Dublin location for the event from 4pm – 6pm for no reservation fee and cash bar. Jane brought to the committee's attention that July 19<sup>th</sup> is the BOMA golf outing which could be a conflict for vendor partners.  
**Action Items:** Emily to ask Arnold to see if Pins is available on July 12<sup>th</sup> as an alternative date. Emily to ask Nick to reach out to Brent Crawford to do 3pm presentation for anyone interested prior to the Pins Social Time.
- c. **September 26** – Mechanics of a disaster – Michelle Hoffman – All ready to go. Michelle noted that speaker has been approved for CE by CAI.
- d. **November 21** – Legal Session – Jeff Kaman is on track for the event.

C. **Educational Materials on CAI Website**

- a. Two articles were submitted for approval. As not everyone had read the articles, the approval process will take place at the next meeting.
- b. Kim & Karen need to submit their articles for review and approval.
- c. Jeff Kaman will reach out to insurance companies to get information on HO-6 policies (and any add on coverages that owners may need). He will also put together a section on governance.

IV. **NEW BUSINESS**

A. **2020 Luncheon Schedule** – Kathie asked the committee if they would like to continue to work with the Fawcett Center for the 2020 events on the 4<sup>th</sup> Thursday of the month. She stated that the Fawcett Center would most likely have an increase in food and that the 2020 luncheon cost would be \$37.50. The committee recommends to the Board to continue the relationship with the Fawcett Center

B. **2020 Luncheon Topics** – Please come to the next committee meeting with a topic and speaker suggestion. Emily suggested the following speakers and topics.

Scott Brown  
Craig Lee Huntington – Alliance Association Bank  
Cyber Security  
Fair Housing

V. **NEXT COMMITTEE MEETING**

The next committee meeting is at 8:30 a.m. on Friday June 21, 2019, at Jeff's office in Worthington.

VI. **ADJOURNMENT**

Having no further business to come before the committee, Jeff Kaman a motion was made to adjourn the meeting at 9:25am.

Respectfully submitted,  
Kim Bock  
Programs Committee Vice Chair