

Central Ohio Chapter CAI  
Education Committee Meeting Minutes  
June 7, 2017

Attendees: Karen Murphy, Chair, Kathie Cesa, Jess Griffith, Jeff Kaman, Mike Lange, and Robin Strohm  
Absent: Kim Bock, Bryan Herd

**I. CALL TO ORDER**

Karen Murphy called the meeting to order at 8:35 a.m.

**II. 2017 LUNCHEONS**

**a. Topics:**

- i. **July** – Reserve Panel – getting 2 – 3 Reserve panelists for this topic.
- ii. **November** – Emergency Service Panel – 2-3 people for this topic
  1. **Fire Department**
  2. **Secureakey** (Local Firefighter) – program for access to units without having to bust in the doors.
- b. **Location:** CAI is looking for a new location which can be used for all of its events – luncheons, trade fair, meetings, Board members’ class. We are also looking for an annual commitment so that attendees know where the events are being held.
  - i. Mike Lange is making some calls to area hotels/halls and should have an update for us at the next Education Committee meeting

**III. BOARD LEADERSHIP DEVELOPMENT COURSES**

- a. Dates: July 22 and October 21—8:30 until noon.
- b. Location – short term-conference room in Arnold’s office park. Looking for a permanent facility with ample seating. – Mike Lange is working on this as well.

**IV. PROPERTY MANAGER LUNCHEON**

- a. Date: Friday, December 8
- b. Location: TBD – committee is meeting to determine event/venue
- c. Speaker: -- Cost under \$500. Speaker to talk about organization/time management. Karen Murphy to look into speaker (utilizing Ohio Speakers Bureau). Possible speaker – Phil Sorrentino (Mike to get his contact information to Karen)

**V. 2018 LUNCHEONS**

**Dates:** January 25 (Annual Meeting), March 22 (Insurance), May 24, July 27 (Friday happy hour and education), September 27, and November 15.

**Topics:** Coffee with the Board (casual, different Board members each time), Social event (possibly on the July 27 date).

**VI. SPEAKER MANUAL**

We want to have organizational materials to give to our speakers to let them know when to arrive, what topic(s) they are covering, make them aware that their lunch is on the chapter, and to request a draft of their presentation before the luncheon.

**VII. NEXT COMMITTEE MEETING**

The next committee meeting is on Wednesday, July 26, 2017, at 8:30 a.m. at the Bethel Road Panera.

**VIII. NEW BUSINESS**

The committee discussed having an interactive survey for the CAI members—not only for the luncheons, but also for the Chapter in general.

**IX. ADJOURNMENT**

Having no further business to come before the committee, a motion was made and seconded to adjourn the meeting. Meeting adjourned at 10:25 a.m.

Respectfully submitted,

Karen A. Murphy