

I. Council of Regions

- a. Role of the Region
- b. COR's Mission and Duties
- c. Composition of COR
- d. COR Leadership
- e. Regions and Chapters
- f. Chapter Status
- g. Conflict of Interest

II. COR Meetings and Communication

- a. Meetings
- b. Meeting Dates for 2009-10
- c. Funding Travel to Meetings

III. Communicating with the Executive Board

- a. Policy for Executive Board Communication with Regions
- b. Getting an Item on the Executive Board Agenda

IV. Chapter Resources

- a. Leader Visit Program
- b. Reimbursement for Visits Not Funded by the Leader Visit Program
- c. Getting IABC Staff Members to your Events
- d. Resources for New and Struggling Chapters
- e. Chapter Speakers Bureau

V. International Conference and Leadership Institute

- a. Scholarships
- b. Scheduling Regional Events/Meetings

VI. Finance and Insurance

- a. Tax Filing
- b. General Liability Insurance for Chapters and Regions

VII. Membership Management Area

- a. Regional MMA - directions and who has access
- b. Regional Board Titles

VIII. Contact Lists:

- a. COR Contact List
- b. Executive Board List
- c. Research Foundation Trustees
- d. Staff List

I. Council of Regions (COR)

la. Role of the Regions

The Regions are designed specifically to safeguard the links between members, Chapters, Regions, and the IABC Executive Board. IABC's Regions will at a minimum, fulfill the roles that are outlined in the IABC Bylaws:

- a. Serve as the coordinating body for activities, needs, and issues within the Region
- b. Provide support and services for Chapter leaders, and take ownership of Members-at-Large within Regions
- c. Promote Region growth
- d. Consolidate issues from Regions, communicate them to the Executive Board, and provide feedback and information on issues under consideration by the Executive Board
- e. Serve as the link among members, Chapters, Regions, and the Executive Board through the participation of Region Chairs in IABC's Council of Regions and their interaction with an Executive Board liaison
- f. Provide a forum for sharing best practices among Chapters in the Region
- g. Select a representative to serve on the IABC Nominating Committee. The Nominating Committee meets at LI to select Vice-chairs, Directors-at-Large and Trustees for the IEB and Research Foundation.
- h. Elect a Region Chair and appropriate leadership

Regions serve the following principal constituencies:

- a. **Chapter leaders.** Regions serve chapter leaders by facilitating the exchange of information, ideas, and resources throughout their Regions, and by providing leadership training.
- b. **Members of the Region.** Regions serve their members by developing the communication, leadership, and management skills of Chapter and Region leaders; representing member interests at other levels of the Association; and promoting professionalism through programs offered in Chapters, in their Region, and in conjunction with other IABC Regions.
- c. **IABC Executive Board and the Association at Large.** Regions serve the IABC Executive Board and the Association at large by encouraging Chapter and Region leaders to take part in policy development at all levels of the Association; ensuring a timely and consistent flow of information and ideas between Regions and the IABC Executive Board; and helping to identify a pool of qualified, dedicated leaders to serve the interests of the Association at large.

Ib. COR's Mission and Duties

Recognizing the value of opportunities for region leaders to meet face-to-face, the Council of Regions (COR) is a development of the "swap shop" concept, through which region chairs will engage in informal discussions prior to International Executive Board (IEB) meetings. The COR will also focus on facilitating two-way communication between the IEB and IABC regions and on identifying leaders to participate on task forces as requested by the IEB. The COR is not intended to be a governing body.

Given this mission, the primary duties of the COR will be:

- a. Information and idea sharing among regions
- b. Collaboration on projects and events, when appropriate

- c. Issues identification at the regional level, prioritization for IEB consideration, and communication of those issues to the IEB through the COR and through interaction with region liaisons
- d. Input on key issues to be considered by the IEB, with the goal of gathering region feedback through the IABC Vice Chair
- e. Understanding of issues and activities at the international level and sharing of those issues at the regional and chapter level, and
- f. Assistance with identifying region and chapter level leaders to participate on international task forces as requested by the IEB.

1c. Composition of COR

In the interest of balancing the involvement of current regional leadership with the need for continuity and organizational memory, COR membership will include:

- The chair of each of the IABC regions
- The IEB Vice Chair
- An IABC staff liaison

1d. COR Leadership

- The IABC Vice Chair will chair the COR and be responsible for conducting all meetings
- A Secretary, who will be appointed by the IABC Chair, will be responsible for documenting discussion during COR meetings.

1e. Regions and Chapters

Africa Region	Johannesburg Pretoria Nigeria (developmental)	Tanzania (developmental) Ubuntu Western Cape
Americas Region	Mexico	
Asia/Pacific Region	Australia (NSW) Australia (VIC) Auckland (developmental) Bangkok Canberra (developmental) Hong Kong	India (developmental) Malaysia Philippines South Island, NZ (developmental) Queensland (developmental) Wellington (developmental)
Canada Eastern Region	Maritime Canada Golden Horseshoe Grand Valley London	Montreal Newfoundland & Labrador Ottawa AIPC Toronto
Canada Western Region	BC Calgary Edmonton Manitoba	Polar (developmental) Regina Saskatoon

Europe and Middle East Region	Belgium France Ireland (developmental) Netherlands (developmental) Russia (developmental)	Scandinavia (developmental) Slovenia (developmental) Switzerland (developmental) United Kingdom
US Heritage Region	Cleveland Columbus Connecticut Dayton Detroit Greater Cincinnati Harrisburg Indianapolis Kentucky Lehigh Valley	Long Island Lynchburg (developmental) New Jersey New York Philadelphia Pittsburgh Richmond Washington West Fair Yankee
US Pacific Plains Region	Chicago Great Plains Hawaii Iowa Las Vegas Lincoln Los Angeles Madison Minnesota Omaha Orange County	Oregon Columbia Sacramento San Diego San Francisco Seattle Silicon Valley St. Louis Tucson Utah
US Southern Region	Arkansas Atlanta Austin Barbados (developmental) Birmingham Brazos Valley Caribbean Central Florida Central Oklahoma Charlotte Colorado Dallas First Coast Fort Worth	Houston Kansas City Memphis NC Piedmont NC Triangle Nashville New Orleans Phoenix San Antonio South Carolina Tampa Bay Topeka Trinidad and Tobago Tulsa

If. Chapter Status

Developmental Chapter – a developmental chapter is a newly established chapter that has not received its official chapter charter from IABC. It does not have voting rights at the IABC Annual General Meeting but its members are represented by the Regional Director who votes on their behalf. Chapters are generally in the developmental phase for two years after which time they may apply to the IABC Executive Board for their charter.

In order for a developmental chapter to apply for its charter it must meet the following requirements:

- The chapter has demonstrated a pattern of growth and has at least 15 members.
- It has been functioning as an IEB approved developmental chapter for at least two years. (*Chapters may apply early but the chapter must have a compelling case for doing so.)
- The chapter has a full board in place (Defined as at least a President, President-elect, VP Membership, VP Professional Development and VP of Finance. All board members must be current members of IABC.)
- There is a succession plan in place
- Chapter bylaws are in place
- It has demonstrated its ability to be financially viable
- It has been providing regular professional development opportunities to local members for two years
- The chapter is engaged with the Region and International
- The Region and International judge the chapter to be sustainable
- The chapter complies with IABC's brand guidelines

A developmental chapter meeting these requirements may request that a motion be submitted (via IABC chapter relations staff) to the IABC Executive Board on their behalf requesting the chapter charter.

Once the IEB grants approval, the chapter will be asked to sign the Chapter Affiliation Agreement. At this time the chapter is considered chartered.

Chapter (aka chartered chapter)

Chartered chapters have fulfilled the developmental chapter guidelines and have a vote at the Annual General Meeting.

Inactive Chapter – any chapter whose membership declines below 15 members, does not have a chapter board, is fiscally unviable or fails to provide professional development and networking opportunities to members is in danger of becoming inactive. A chapter becomes inactive when the chapter members, the region and the international chapter relations staff agree to deactivate the chapter. An inactive chapter may no longer collect chapter dues. The chapter members are transferred to member-at-large status. The chapter's treasury will be turned over to the region to be held in an escrow account for a period of two years. If the chapter does not reactivate within two years, the region or the IABC staff may recommend that the IEB permanently revoke the chapter's charter. The region absorbs the chapter's treasury and may use it to fund new chapter development. Any person wishing to re-establish a chapter after the charter is revoked must go through the process outlined for establishing a developmental chapter.

Additional information on establishing a chapter, developmental chapter and full-chapter requirements are located at <http://www.iabc.com/chapters/chapguide.htm#step3>.

Ig. Conflict of Interest

A Conflict of Interest exists when a Board or committee members exercises an official power or performs an official duty or function, knowing that these actions may result in personal gain.

An apparent Conflict of Interest exists when a reasonably well informed person has cause to perceive that the private interest of a Board member or committee member has guided an official power or the performance of an official duty.

Note: Taken from IABC's Policy Manual Appendix C, Section 4.2. The Policy Manual is located at <http://www.iabc.com/leaders/pdf/IABCPolicyManual.pdf>

II. COR Meetings and Communication

IIa. Meetings

The agenda for COR meetings will be set by the IABC Vice Chair with input from COR members.

The COR will meet:

- Bi-monthly conference calls
- A face-to-face meeting in conjunction with the International Leader Institute,
- A face-to-face meeting in conjunction with the annual International Conference (when needed)

At the discretion of COR members, additional meetings can be scheduled and conducted virtually or face-to-face, as needed and appropriate.

In order to ensure effective two-way communication and inter-regional networking, it is important that each region is represented at all COR meetings. If the region chair can't participate, he or she may designate an alternate representative by notifying the IABC Vice Chair.

IIb. Meeting Dates for 2009-10

- Conference calls: August, October, December, February, April, June (exact dates TBD)
- Leadership Institute: 30 January, 2010 at the Leadership Institute in San Diego, California, USA.

IIc. Funding Travel to Meetings

There is an expectation that regions will include in each annual region budget financial support for the region chair or director to attend in-person COR meetings. Through the 2008-09 budget (calendar) year, the IABC budget provides a travel subsidy in the amount of US \$400 for COR members traveling less than 3,000 miles, an additional US \$750 for COR members traveling more than 3,000 miles to attend and \$1500 for the member from the Asia Pacific Region to travel to face-to-face meetings. Regions will be expected to pay the remaining cost.

The face-to-face meetings that the International Executive Board has approved include

- COR meeting/training during Leadership Institute

The travel subsidy for these meetings will be reviewed and determined by the International Executive Board each year based on IABC's financial circumstances. As a result, the International Executive Board may increase or decrease the amount each budget (calendar) year.

III. Communicating with the Executive Board

IIIa. Policy for Executive Board Communication/Interaction with Regions

The ultimate goal of this process is ensuring ongoing, two-way communication with Regions and providing Regions direct links to the Executive Board.

Executive Board Liaison to Regions

The Vice Chair of the Executive Board will serve as liaison to the Region Directors.

Expectations for the liaison relationship

- The Vice Chair should introduce himself or herself to the incoming chair of each Region during the International Conference to set the tone for two-way communication for the coming year.
- At least monthly, The Vice Chair will email or call each Region chair to:
 - Get a general sense of how the Region is doing in regards to volunteer participation and providing services to chapter leaders
 - Ask about upcoming events
 - Explore whether there are issues or concerns on the Region level that need to be raised with the Executive Board or forwarded to the Council of Regions
- For each Executive Committee meeting, the Vice Chair will submit a report to the Board outlining interaction with each Region, including any issues or concerns that might arise (*see section VIII. Chapter, Region, and International Executive Board reporting and assessment tools*)
- The Vice Chair will facilitate the Council of Regions meeting.
- The Vice Chair should, as schedules permit, plan to attend various Region's Board of Directors meeting and other functions held in conjunction with the International Conference. Other members of the IEB should plan to attend as well.
- The Vice Chair should, in working with each region, find a way to contribute to the success of the Region .
- The Vice Chair should provide general information to Regions about decisions made by the Executive Board after Board meetings.

IIIc. Getting an Item on the Executive Board Agenda

If your region has an item that it would like to get on the Executive Board agenda, please do so by sending a request to the COR Chair as well as the Staff Liaison *at least* 30 days prior to the next board meeting.

Exception: *When a Region wants to start a new chapter or revoke a chapter charter, the request should be send directly to the COR Staff Liaison with a copy sent to the Vice Chair.*

IV. Chapter Resources

IVa. Leader Visit Program

The Leader/Chapter Visit program brings IABC Executive Board Members, Foundation Trustees and IABC Staff face-to-face with the worldwide association membership to discuss challenges affecting employers, clients and the profession. In addition, board members meet (formally or informally) with chapter leaders to discuss IABC issues.

The program offers chapters a way to expand professional development programming by providing a low-cost source for recognized experts on a wide variety of communication issues. At the same time, it is one way the board fulfills a primary role - to be a link with members of the association, in touch with, educating and anticipating the issues and needs of front-line communicators.

Discussions center on fundamental changes in the work environment, issues of concern to business leaders and implications for the communication function, the communication profession and individual communicators.

Chapters are welcome to invite board members to speak at chapters as often as they like but chapters may only request funds through the Leader/Chapter Visit program bi-annually.

Funds are available on a first come, first serve basis but priority is given to developmental and struggling chapters.

Please note: *Leader Visit Program funds are not available to regional directors to visit chapters in their own regions.*

Costs - There is no speaker fee. The speaker's travel expenses are shared between the chapter and IABC international. IABC will pay 1/2 of the total cost of hotel, ground transportation and airfare up to US \$300 for North American chapters and US \$500 for Non-North American chapters. The speaker's food or other incidental expenses are not covered. There is a limited budget for this program so chapters must receive authorization from their region and the international office before finalizing arrangements.

Five Steps

Getting a speaker through the leader visit program is a five-step process.

Step 1 -A chapter identifies a potential speaker from the IABC or Research Foundation Boards. For a list of speakers and topics visit <http://www.iabc.com/leaders/lchvisit.htm>

Step 2 -Once a potential speaker(s) has been identified, the chapter contacts the International Headquarters for approval. It is also suggested that you inform your region in case other chapters in the area are interested in bringing the speaker to their chapter as well.

Step 3 -Once the chapter receives approval from headquarters the chapter contacts the speaker directly to negotiate date, length of session, venue and all other details. In some cases, the speaker may request that the chapter handle the speaker's travel arrangements.

Step 4 -The program takes place.

Step 5 -Reimbursement: The speaker sends copies of airfare and hotel bills to the Chapter Relations and Development staff at IABC headquarters. IABC will reimburse the speaker as receipts are submitted. The chapter will be invoiced for their share of the expenses after the event takes place and all receipts have been received. Note: Please do not submit expenses related to

the leader/chapter visit program directly to the accounting department as it will delay the reimbursement process.

IVb. Reimbursement for Visits Not Funded by the Leader Visit Program

Unless the funding for a visit is pre-approved by IABC headquarters, the IEB member doing the traveling should submit all receipts directly to the region or chapter that is funding the visit. Please do not submit expenses for region or chapter funded visits to IABC headquarters.

IVc. Getting IABC Staff Members to your Events

Many IABC Staff members have small travel budgets which allow them to travel to regional events. If you are interested in inviting a staff member to an event as a speaker or participant, please contact the staff member directly to discuss it.

IVd. Resources for New and Struggling Chapters

If a region wishes to establish a new chapter, the first step is to inform the COR Staff Liaison. The staff will connect with both the potential chapter leaders and region to work out the next steps. A potential chapter must have at least 15 interested members in order to receive developmental status approval from the Executive Board.

Funds are available through the Chapter Development Fund and Student Chapter Development Fund to assist new professional and student chapters with marketing and meeting expenses. Please contact the COR staff liaison for additional information.

IABC has developed a Triage Team to assist chapters that are either struggling or are inactive and interested in revitalizing. The program sends a Triage Team member to the chapter to provide a free professional development seminar and host a networking event. The event is geared towards recruiting new members, involving lapsed or inactive members and identifying potential chapter leaders. IABC covers the cost of the seminar as well as the speaker's travel and accommodation, helps market the event locally and provides support to the new leaders after the event.

IABC provides scholarships to new and struggling chapters to help them send leaders to the annual Leadership Institute. If there are chapters in your region that you feel should be considered, please let the COR staff liaison know as early as possible.

New and struggling chapters are given first priority for Leader Visits funds to bring IABC Executive Board and Staff members to their chapter for low-cost professional development events and leader training.

IVe. Chapter Speakers Bureau

The IABC Speakers Bureau (<http://speakers.iabc.com/>) is a complimentary service offering direct access to the profession's best speakers. Speakers in the Speakers Bureau agree to provide discounts for all chapters and to speak for expenses only at two small to mid-sized IABC chapters (chapters with fewer than 200 members) per year.

V. International Conference and Leadership Institute (L.I.)

Va. Scholarships

Leadership Institute scholarships are awarded to new and struggling chapters only. If you have a chapter that is developmental, rebuilding or facing financial or succession planning crisis, they may be eligible. The scholarship consists of a complimentary registration and, in some cases, partial travel support. A nomination form will be sent to Regional Directors several months before the Leadership Institute. Please be sure to pass the forms along to eligible chapters.

Vb. Scheduling Regional Events/Meetings

Leadership Institute

A survey will be sent to Regional Directors prior to the Leadership Institute to determine whether or not your region would like to hold a regional board meeting and/or reception in conjunction with the L.I. Please return the forms by the deadline in order to insure that a room is reserved for your region. We cannot accept late requests.

The International Conference

In early February you'll receive a message from Vicki Yim alerting you that some complimentary meeting rooms are available during the conference for regional events. You'll also receive a conference program outline indicating the times of general sessions, breakouts and other conference sessions to help you determine the best time for your event

The message will also include an RSVP date (typically the first week of March) by which you will need to confirm with Vicki if your region needs a room and you must also provide the date/time of your event, number of people expected, and room set-up. Note that rooms are limited, vary in size and are assigned on a first-come-first-served basis

Vicki will follow-up with you once a room has been assigned with the room name and hotel contact. You are responsible for contacting this person at least one month prior to the conference to reconfirm room-set-up and establish direct billing with the hotel if AV and F&B are required

Unassigned meeting rooms are returned to the hotel or used for other purposes after the RSVP date so it's important that you respond in a timely manner

VI. Finance and Insurance

Vla. Tax Filing

U.S. tax status and federal & state filing requirements

All U.S. chapters and regions are exempt from income tax under IABC's group exemption. Each U.S. chapter and region has a unique federal tax identification number for which world headquarters submits a "Form 990: Return of Organization Exempt from Income Tax" each year.

Federal returns

By the end of February of each year, ALL chapters and regions must submit a balanced financial statement for January 1 through December 31 timeframe. The balanced financial statement must include revenue, expense, beginning of year and end of year cash balances. (See *Appendix D: Sample balanced financial statement.*)

All Chapters and Regions must also submit a copy of their December 31 bank and investment statements that verify the cash balance on the balanced financial statement.

World headquarters files annual information returns for each U.S. chapter and region.

In November, headquarters staff will send a deadline reminder memo to chapter presidents and treasurers, and region directors and treasurers.

Canadian Chapter and Region GST tax filing requirements: Canadian chapters and regions are advised to incorporate in order to establish business autonomy with respect to Revenue Canada and the Goods & Services Tax (GST). IABC headquarters is not registered in Canada.

General Liability Insurance for Chapters and Regions

All U.S. and Canadian chapters and regions are listed as additionally insured under IABC's Commercial General Liability policy. This policy covers "normal activities" of chapters and regions for conducting association business. Fundraising events, social gatherings or entertainment events can be underwritten separately within the parameters of the Commercial General Liability policy.

The types of coverage provided by this policy include:

Crime coverage (employee dishonesty). Effective Jan. 1, 2006, IABC will issue bonding policy coverage for U.S. and Canadian chapters and regions. The policy coverage is U.S. \$50,000 with a U.S. \$5,000 deductible, which is paid by the chapter or region incurring the loss. This policy will eliminate the need for chapter and region treasurers and/or the presidents to be bonded. All chapters and regions should ensure that there are adequate controls in place to manage chapter/region funds.

Professional liability coverage. IABC is covered if it is sued because of personal injury caused by any volunteer or staff member. All volunteers and staff members are also covered if they, themselves, are sued. Chapters and/or Regions named in a suit, however, are not covered. According to IABC's insurance broker, this coverage is unnecessary because this type of a suit would most likely be brought against the "parent company," IABC world headquarters. In addition, chapters and regions do not have assets large enough to warrant purchasing this type of insurance at this time.

For more information please see the Chapter/Region Finance Guide at <http://www.iabc.com/leaders/pdf/2006ChapRegFinGuide.pdf>

VII. Membership Management Area

VIIa. Regional MMA - directions and who has access

The Membership Management Area is IABC online membership tool. It is updated daily and allows leaders to access their members' names, contact information, expiry date, length of membership and demographic information. You can run reports using the reporting feature and email your entire region or specific groups using the "email my region" tool. It also includes a prospect database so you can market to potential members in your area.

The regional version of MMA works much like the MMA for chapters. To access it, go to www.iabc.com/MMA. You will need your IABC member ID and password to log in.

All regional board members have access to the regional MMA.

VIIb. Regional Board Titles

Board position titles vary from region to region and chapter to chapter. IABC's database requires a standard naming format in order to generate the reports and lists that are connected to board position titles. For that reason, it is not possible to customize board titles at this time. IABC plans to modify the database in the future to allow regions and chapters to customize their board titles but, in the meantime, we must use a standard format. Regions may still use whatever board titles they'd like and IABC will find the best match from the list of titles available in the database. The standard titles the database is using currently are:

- Regional Chair
- Regional Vice-chair
- Past Regional
- Director of Chapter Relations
- Director of Communication
- Director of Growth and Retention
- Director of Leadership Development
- Director of Professional Development
- Regional Secretary
- Regional Treasurer
- Regional Accreditation Liaison
- Regional Educational Relations Chair
- Regional Conference Chair
- Regional Awards Chair
- Regional Webmaster
- Regional Board Member

VIII. Contact Lists

VIIIa. COR Contact List

<u>Region</u>	<u>Region Director</u>	<u>E-mail</u>
Africa	Amanda Hamilton-Attwell, ABC	amanda@businessdna.co.za
Asia Pacific	Adrian Cropley, ABC (acting)	adrian@cropleycomms.com
Canada East	Alix Edmiston, ABC	alixedmiston@sympatico.ca
Canada West	Shauna Lowry, ABC	slowry@ccscorporation.ca
Europe/Middle East	Gloria Walker, ABC	gloriawalkerabc@yahoo.com
Heritage	Randi Hansen	randi.hansen@tri-c.edu
Pacific Plains	Steve Kuyatt	skuyatt@comcast.net
Southern	Betsy Pasley, ABC	betsy.pasley@usaa.com
IABC Vice Chair	Shelley Bird, ABC	Shelley.bird@cardinalhealth.com
COR Staff Liaison	Gretchen Hoover Anderson	ghoover@iabc.com

VIIIb. Executive Board List

If you have questions or issues related to COR for which you require Executive Board assistance, please start with your Executive Board Liaison or Todd (thattori@comcast.net). We've included the following contact list for your convenience. The full Executive Board list with address, phone, and e-mail contact information is located in the "Chapter" section of the IABC web site in the Leader Lookup area at <http://www.iabc.com/about/leaders/index.cfm?vch=ExecBd>

<u>Board Position</u>	<u>Board Member</u>	<u>E-mail</u>
Chair	Mark Schumann, ABC	mark.schumann@towersperrin.com
Vice Chair	Shelley Bird, ABC	Shelley.bird@cardinalhealth.com
Past Chair	Barbara Gibson, ABC	bgibson@spokescomm.com
Secretary/Treasurer	Arnold Kishi	akishi@hawaii.edu
Director at Large	Felicia Shiu, APR	fshiu@webershandwick.com
Director at Large	Adrian Cropley, ABC	adrian@cropleycomms.com
Director at Large	Silvia Cambie	silvia@silviacambie.com
Director at Large	Erika Ruiz Ramos	eruiz@mex.boehringer-ingelheim.com
Director at Large	Jeffrey Ory, ABC	jdory@deveney.com
Director at Large	Barbara Fagan-Smith	BFS@roico.com
Director at Large	Mark Drewell	mark.drewell@gmail.com
Director at Large	Paulo Soares, ABC	paulo.henrique.soares@vale.com
Research Foundation Chair	Robin McCasland, ABC	robin.mccasland@buckconsultants.com

VIIIc. Research Foundation Trustees

If you have questions or issues related to COR for which you require Research Foundation assistance, please start with Mari Pavia (mpavia@iabc.com.) We've included the following contact list for your convenience. The full Research Foundation Trustees list with address, phone, and e-mail contact information is located in the "Chapter" section of the IABC web site in the Leader Lookup area at <http://www.iabc.com/about/leaders/index.cfm?vch=FdnTrustee>

<u>Foundation Board Position</u>	<u>Board Member</u>	<u>E-mail</u>
Chair	Irene Monley, ABC	imonley@im-associates.com
Vice Chair	Robin McCasland	robin.mccasland@buckconsultants.com
Past Chair	Marilyn Keyes	mkeyes@jdgcommunications.com
Trustee	Arnold Kishi	akishi@hawaii.edu
Trustee	Cloreth Green, ABC	clorodo@gmail.com
Trustee	John Christopher	jchristopher@peopleii.com
Trustee	Gregory Gordon	ggordon@lcwa.com
Trustee	Michaela Hayes	Michaela@HayesMarCom.com
Trustee	Ilze Raath	ilze.raath@fortis.com
Trustee	Michael Ambrozewicz	mjambrozewicz@directv.com
Trustee	Shelley Bird, ABC	Shelley.bird@cardinalhealth.com
Trustee	Barbara Gibson, ABC	bgibson@spokescomm.com

VIII.d. Staff List

If you have questions or issues related to COR for which you require staff assistance, please start with Gretchen (ghoover@iabc.com). We've included the following contact list of senior staff for your convenience. The full IABC Staff List with contact information is located in the "Chapter" section of the IABC web site in the Leader Lookup area at <http://www.iabc.com/about/staff/>

<u>Position</u>	<u>Staff Member</u>	<u>E-mail</u>
President	Julie Freeman, ABC, APR	jfreeman@iabc.com
Senior Vice President Education & Information	Chris Grossgart	chrisgro@iabc.com
Senior Vice President Membership	Lee Anne Snedeker	lasnedeker@iabc.com
Vice President Finance	Maureen Lennon	mlennon@iabc.com
Vice President Marketing & Communication	Joseph Ugalde	jugalde@iabc.com
Vice President Global Membership Marketing & Development	Gretchen Hoover Anderson	ghoover@iabc.com
Vice President Publishing & Research	Natasha Nicholson	nnicholson@iabc.com
Senior Vice President and CIO	Chris Hall	chall@iabc.com