



International Association
of Business Communicators

**IABC Annual General Meeting
Saturday, June 4th 2016, 2:30-5:00pm CT
Hilton Riverside New Orleans | Room: Salon 3 & 6**

MINUTES

Call to Order

The IABC Annual General Meeting was called to order at 3:38 P.M. Central on 4 June 2016 in-person by Chair Michael Ambjorn.

Roll Call

Attendees:

Michael Ambjorn | Chair
Dianne Chase | Vice Chair
Ginger Homan ABC | Treasurer & Secretary

Staff Present:

Carlos Fulcher MBA, CAE | Executive Director

Presentation of Credentials Committee:

Chair Michael Ambjorn introduces the 2016 Credentials Committee and Chair.

- Carol Allers | Chair
- Maria Constantinescu
- Tom Kenley
- Jennie Lamb
- Thomas Baen
- Ed Kamrin

On behalf of the Credentials Committee, the Annual General Meeting has reached a quorum.

Ginger Homan ABC made a motion to approve and accept the 2015 AGM minutes and was seconded.

MOTION CARRIED.

Chairman's Report:

Chair Michael Ambjorn reported on IABCs 2015-16 activities and accomplishments.

- IABC is working towards its rolling three-year strategy
- Global Member Survey and increase in member interactions
- Focusing the organization on Strategic Advisor career level
- Addressing value in IABC Membership – introduction of Member Wall
- Invest in IABC leaders – work in progress to reshape Leader Centre

Treasurer's Report:

Treasurer Ginger Homan ABC reported on the current financial health of IABC. Fiscally, IABC continues to improve and 2015 was yet another strong recovery year for the association.

- Revenue \$4.4 million - \$400,000 loss due to Membership down
- Expenses \$4.6 million – 60% contribute to IABC programs
- Net Loss \$229,000 mainly paper trail



**International Association
of Business Communicators**

- Expenses from technology infrastructure work from 2014 will continue to affect the books in 2015, 2016 and 2017
- Operation reserves target for 2015 was 20%, per IABC Bylaws the association is required to have 25-33% in reserves. She noted that as of April 2016, IABC reserves hit 23%
- HQ office move will save association \$350,000 a year in rent
- IABC will focus on growing products other than membership and work to invest in the right programs

IABC Audit Report

Olivia Gadd, Chair of the Audit and Risk Committee and IEB Director, introduced the 2015 Audit Report for IABC. It was reported that IABC received a clean audit and recommendations from the auditors to enhance IABC's internal controls. The audit can be found by the membership on www.iabc.com.

Ginger Homan ABC made a motion to approve and accept the 2015 Auditors Report and was seconded.

MOTION CARRIED.

Ratification of 2015-16 Officer Positions:

Sharon Hunter | Vice Chair

Ginger Homan | Secretary/Treasurer (one-year term) **second consecutive term*

Zora Artis GAICD | Director at Large (three-year term)

Michael Nord | Director at Large (three-year term)

Daniel Munslow CPRP | Director at Large (one-year term)

Russell Grossman made a motion to ratify the slate of officers for the 2016-17 executive board and was seconded. **MOTION CARRIED.**

Presentation of new Code of Ethics

Chair Michael Ambjorn introduced the newly revised Code of Ethics. Barbara Puffer MA, ABC, IABC Fellow, on behalf of the Ethics Committee, briefed the membership on the process to update the Code.

Barbara Puffer made a motion to accept and committee to the new IABC Code of Ethics and was seconded. **MOTION CARRIED.**

Presentation of revised IABC Policy Manual

Chair Michael Ambjorn introduced the revised IABC Policy Manual. In the last two years, the board has undergone intensive policy review. The Policy Review Committee invested a remarkable amount of work to comprehensively update the IABC Policy Manual. Revised manual can be found on www.iabc.com

Gavel Presentation and Remarks:

Chair Michael Ambjorn passed along the gavel to the new 2016-17 IEB Chair Dianne Chase.

Chair Dianne gave remarks on her goals for the coming term. Highlights include:

- Foundation re-launch
- Academy and certification focus
- Raise impact of IABC Fellows
- Increase member value



**International Association
of Business Communicators**

The Annual General Meeting was opened for the membership to ask questions or make comments for a generative discussion.

Adjournment:

On motion of Chair Michael Ambjorn the 2016 Annual General Meeting adjourned at 5:15pm CT.

Decisions Made:

Decision 1: To approve and accept the 2015 AGM minutes was moved, seconded, and unanimously approved.

Decision 2: To approve and accept the 2015 Auditors Report was moved, seconded, and unanimously approved.

Decision 3: To ratify the slate of officers for the 2016-17 executive board was moved, seconded, and unanimously approved.

Decision 4: To accept and committee to the new IABC Code of Ethics was moved, seconded, and unanimously approved.

Minutes Submitted by: Kirsten Peterson, Governance Manager