

Friday, May 14, 2021
10:00 a.m. - 10:21 a.m

**International Association of Interviewers (IAI)
Midwest Chapter Executive Board
Transition Meeting**

Attending:

Stefanie Hoover	Outgoing Chapter Chair
Jamieson “Jay” Ganal	Incoming Chapter Chair <i>Former Marketing/Event Planning Chair</i>
Carrie Baritsky	Incoming 1st Vice Chair <i>Former Membership/ Education Chair</i>
Tom McGreal	Outgoing 2nd Vice Chair
Kevin Morrison	Incoming 2nd Vice Chair
Axel Diaz	Incoming Membership/ Education Chair
Joel Gurley	Incoming Marketing/Event Planning Chair
Amy Spang	Incoming Chapter Secretary
Tim Lapinski	Past Chapter Chair
Tony Paixao	IAI Director of Operations
Emily Kuhn	IAI Association Manager

Meeting Agenda:

- To formalize transition between outgoing Executive Board and Incoming Executive Board Members.
- To thank outgoing board members for their service and welcome incoming board members to their new positions.
- To introduce past and present Executive Board members and prepare incoming members for their new positions.
- Other Chapter Business

On Friday, May 14, 2021, 10:00 a.m. outgoing Midwest Chapter Chair Stefanie Hoover initiated the transition meeting passing the Midwest Chapter Chair to Jay Ganal.

Stefanie Hoover acknowledged the purpose of the meeting is to welcome the incoming board members and introduce the outgoing executive board to the incoming board members. The incoming Executive Board Members were transitioned to the Midwest Chapter Executive Board.

Both Stefanie Hoover and Jay Ganal informed the incoming board members that they would have plenty of assistance, from past and present board members, learning their new responsibilities.

Stefanie Hoover, Jay Ganal, Tom McGreal, and Tim Lapinski briefly explained to incoming members Kevin Morrison, Axel Diaz, Joel Gurley, and Amy Spang what their new duties would include. It was also repeated that they would have plenty of assistance from both past and present board members when facing any difficulties with their new positions.

Axel Diaz was informed that his duties as Membership/Education Chair include planning of educational events.

Kevin Morrison was informed that his duties as 2nd Vice Chair include conducting chapter meetings when the Chapter Chair is not present. His duties also include assisting the Membership /Education Chair with planned events, when needed.

Amy Spang was informed that her duties as Chapter Secretary include taking notes at chapter meetings and events, with assistance from Tom McGreal when needed.

Joel Gurley was informed that his duties as Marketing /Event Planning would include being the new IAI manager on LinkedIn. His duties also include sending computer (blasts) notifications to potential attendees regarding upcoming events. Chapter Chair Jay Ganal offered assistance when needed.

IAI Director of Operations Tony Paixao introduced himself to the incoming members of the Executive Board. He thanked the incoming members for their interest in the IAI and their desire to get involved. Tony Paixao informed the Executive Board that the IAI is in the process of standardizing procedures with each of the Regional Chapters regarding marketing, promotions, branding, and packaging based upon what is effective. Tony Paixao is seeking consistent messaging across all regions.

Tony Paixao expressed a desire to grow our IAI membership by expanding to target audiences in the public sector, including Police, Military, Mental Health, etc. He requested that the Executive Board keep this in mind when promoting future classes that may not have previously included the interest of these potential IAI members.

Motion to Close Meeting: Jay Ganal / Second by Tim Lapinski / Meeting Closed

Minutes by Tom McGreal

