**CIBO Board of Directors Conference Call**

**Minutes of Meeting – February 3, 2020**

Meeting convened at 1:32 PM EDT.

Attendees:

Bob Bessette

Mick Durham

Amber LeClair

Scott Darling

Jay Hoffman

Steve Gossett

Ann McIver

Lisa Jaeger

Agenda:

* Discuss Future CIBO Leader Qualities
* Discuss Future CIBO Leader Job Description
* Discuss how future direction could impact the Bylaws and what changes need made

Can CIBO change the name of the CIBO Leader position from President to Executive Director?

* If we change the name, then it has to be changed throughout all of the CIBO documents and Bylaws.

Bob Bessette feels that the current articles and Charter do not need changed for what he feels is need for the future of CIBO and the new leader.

Ann McIver thought that there was some leeway in the Charter and Bylaws to allow other members to join (even if they don’t have boilers and steam), as long as CIBO is still meeting the needs of the current members.

* Bob B. and Lisa J. don’t think that this is true for Active Members.
* Do we need to know if this is true or not to move forward with the current needs?
* It was asked that Lisa J. check into the Bylaws and Articles of Incorporation and see what CIBO can change before CIBO has to become a different type of “company” or organization.

CIBO President Job Description Discussion – Bob B.’s Opinion

* A majority of the President’s experience needs to be in Sales and Marketing because companies that are members of CIBO currently do not want to share the market with each other and therefore will not “lend” their Sales people to help sell CIBO like it was years ago. This is due to the market being smaller and so each company needs all of their share to stay in business.
* They have to be able to use Social Media well.
* Minor background needs are the following (these can somewhat be outsourced or can be pulled from membership/council)
  + Advocacy contacts and knowledge
  + Environmental and Technical knowledge (need to understand but don’t need to be experts)
* Energy might not be able to be outsourced so there might be a need for experience in this area.

Scott Darling had to leave at 2:20 PM EDT. He stated before he left that he feels that the Future Leader of CIBO needs to have Technical and Environmental background because it can’t be outsourced. He feels that CIBO needs to have a Sales Plan but isn’t sure this has to fully come for the CIBO Leader and isn’t a majority of what they need to do.

Jay Hoffman had to leave at 2:30 pm EDT. He asked where the Board was at on the open Board seat?

Open Board Seat Discussion

* It was decided that the seat should stay open for now.
* Options for the open seat are:
  + Cargill Person (maybe Eric H.)
  + Fred F.
  + Someone else?
* Mick D. stated that he will probably be retiring in about 2 years and maybe a Cargill person could then have his seat after they have sorted out what they are doing as a company.

Ann M. is going to combine all of the comments that she has received on the Future CIBO Leader Job Description and Future CIBO Leader needed qualities. This will be discussed at the March meeting.

Adjourned meeting at 2:36 PM EDT.