

BOARD OF DIRECTORS MEETING MINUTES

Date: Thursday – August 10th, 2018
 Time: 10:00 am
 Location: MAC

DIRECTORS PRESENT: EXECUTIVE DIRECTOR: Laura McDermott (Yes)

| DIRECTORS: | Yes/No | DIRECTORS | Yes/No |
|---------------------|--------|-------------|--------|
| Andrea Klopfenstein | Yes | Laura Hall | Yes |
| Angela Shinn | No | Ryan Harris | Yes |
| Barb Casey | Yes | Sara Eanni | Yes |
| Dena | Yes | Wes Finchum | Yes |
| | | | |

1. Meeting called to Order by Laura H. at 10:07 am
2. Approval of Meeting Minutes
 - a. Motion made by Barb to approve July’s 20th’s board meeting minutes, passed unanimously with below edits.
 - i. “Wes- needs to be “yes”
 - ii. Andrea said she was not going to help with solicitating bids for the website.
3. Dawn (teleconference): OR Chapter needs to appoint 3 people.
 - a. Well Balanced and no more than 1 group can have more than 50%
 - i. 2 Managers, 2 BP, 1-2 CAVL
 - ii. Lac Terms expiring: Dave S., Marshall, Rich Thompson.

Action Item: Board needs to look as to who should be on this committee.
4. CED Report
 - a. Retreat- End of Sept 24/25th
 - b. Did figure out the missing booth income for CA day and the Reverse Tradeshow
 - c. Cruise- Alcohol Incident

Action Item: Laura and Wes to approach party to talk to them about CAI’s ethics policy and expectations at events.
5. Treasurer’s Report
 - a. Sponsorship money- Didn’t sell as much as we expected but we are still doing good.

OLD BUSINESS:

6. Website:
 - a. Reviewed two proposals

Action Item: Sara to request from Burnet Advertising to see about a mock up page.
7. New Dates- Establishing a calendar and setting goals for 3 years. Table
8. Outreach Committee- Table

NEW BUSINESS

- 9. We have sold \$102k in sponsorships
 - 10. Taxes- Using Tammy Morris Heerwagen to do our taxes. Cost may be around \$500 maybe a little more.
 - a. Tax penalty may be around \$4,000
 - i. Schwindt & Co was still getting mail
 - ii. Jed had turned the taxes around so late that the deadline was not on the boards radar.
- Motion made by Barb to use Tammy for the current years taxes and future taxes of CAI Oregon. Laura H. Seconded and all in favor.

Meeting Adjourned at 11:04 am

SUMMARY OF ACTION ITEMS:

| Action Item | Assigned To | Comments |
|---|-----------------------|---|
| Recommendations of LAC committee nominees. | Board | Need to recommend 3 people to be added to the LAC |
| Calendar | Barb-Events Committee | Create a 3 year calendar of goas and upcoming events. |
| Website redesign | Sara | Reach out to Burnett Advertising |
| Cruise Alcohol Incident | Laura H. & Wes | Discuss with party and report back |

Next meeting on Sept 14th at 10:00 am at the Mac Club.