

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.