

BOARD OF DIRECTORS MEETING MINUTES

Date: Friday, February 14th, 2014
Time: 10:00 AM
Location: MAC Club

Directors Present: Jason Grosz; Barb Casey; Jed Spera; P. Stephen Russell III; Andrea Klopfenstein; Brianna Buck; and Kathleen Profitt. Also Attending: Brad Finson; Ashley Yorra and Laura McDermott

1. The Board meeting was called to order at 10:10 a.m. by Jason Grosz.
2. Approval of Minutes for January 10th, 2014.
 - a. *Jed Spera moved to approve minutes as presented. Motion failed.*
 - b. *Kathleen Profitt moved to approve minutes with correction to misspelling of Brianna Buck's and P. Stephen Russell's name and meeting date; J. Spera seconded. Unanimously approved.*
3. CA Report – L. McDermott presented written report.
 - i. See attached.
4. Reports and Discussions.
 - a. Treasurers Report – J. Spera
 - i. Financials will be sent out ASAP. Propay was down, among other things.
 - ii. Received CORC budget last night.
 - iii. Executive Summary and Income Statement as attached.
 - iv. Notice from IRS as attached.
 - v. Payroll taxes were paid.
 - vi. Laura is continuing to gain practice in running financial reports
 - b. Committee Updates & Reports
 - i. Events
 1. Poker Night scheduled for March 20. Budget presented by J. Spera. Road House and Gatehouse considered for Poker Night; Roses poker parties least expensive; nonrefundable \$100 deposit
 2. *J. Grosz moved to approve the budget; B. Casey seconded; Unanimously approved.*

3. Discussion of charity events and donation to Our Father's House. Working to prepare press releases and hoping to have media attention.
 - a. Our Father's House assists homeless families by providing food and clothing, and helps prepare for them for apartment living. They provide community living space for families.
4. *J. Grosz rescinded motion.*
5. Discussion ensued regarding donation policy issues.
6. *S. Russell moved to approve the event, but to leave aside the charitable donation issue. B. Casey seconded. Unanimously approved.*
7. Discussion ensued regarding identifying a systematic approach for making donations.
8. Discussion ensued regarding the potential donation amount.
9. *S. Russell moved to donate 50% of the profits of Poker Night to Our Father's House. B. Casey seconded. Unanimously approved.*

ii. Marketing—B. Buck

1. They are working with a new creative developer and the producer. Our commercial for CA Day should be available for next week.

iii. Membership

1. L. McDermott, went over the committee's membership strategies. They have changed the operational plan to a simple agenda, and have continued to brainstorm.

iv. Education – Dave Young

1. See attached report.

v. CORC—S. Russell

1. There is a list of questions regarding the budget that should be forthcoming from CORC shortly.

vi. 2014 Trade Show

1. J. Grosz will have lunch with prospective key note speaker to gauge appropriateness.
2. J. Spera initiated discussion regarding budget concerns
 - a. Things are running very tight.

5. Old Business

A. Pat Moran's Review

- a. J. Grosz tabled this matter until Stuart Cohen gets back from vacation.

B. Sponsorship Package Check-in

- a. L. McDermott has received positive and negative feedback. New sponsors achieved, but some prior sponsors have not committed.
- b. Discussion regarding potential *a la carte* options.
- c. *S. Russell moved to offer remaining sponsorship opportunities equally a la cart. B. Casey seconded. Unanimously approved.*
- C. Lease Agreement
 - a. B. Casey executed the Agreement.
- 6. New Business-
 - A. J. Spera's position on Board/Change of Status Resolution
 - a. J. Grosz summarized the unique and unprecedented situation and introduced the proposed resolution allowing J. Spera to serve on the Board as a CAVL member and continue to serve as Treasurer.
 - b. *S. Russell moved to approve Resolution. B. Buck seconded. Unanimously approved.*
 - c. K. Profitt to remove draft stamp for execution.
 - B. Scholarship Program
 - a. Andrea Klopfenstein
 - i. Scholarship recipients—attendance issues. Committee decided that we need to have Buddies contact scholarship attendees. Still there's a lack of participation from most scholarship recipients. The mission is not necessarily being fulfilled.
 - 1. Also changed scholarship awards to only offering luncheons, and not full memberships. Discussion regarding reworking the program.
 - 2. Board requests that Committee bring a proposal regarding the Scholarship Program to the Board for consideration.
 - C. Conference with CAI National—J. Grosz and L. McDermott gave a brief report
 - a. Greg Smith reached out to J. Grosz, wants to learn more about chapter.
 - i. Wants to come to an event. J. Grosz suggested that he attend the strategic planning meeting and/or a luncheon.
 - D. L. McDermott's request for unpaid time off
 - a. *Brianna moved to approve the request. S. Russell seconded motion. Unanimously approved.*
 - i. J. Spera will check emails while L. McDermott is out. B. Buck and A. Klopfenstein will provide back-up.
 - E. Monthly Lunch Costs for 2014
 - a. J. Grosz tabled for a later date.
 - F. February 21st Strategic Planning Meeting.
- 7. Meeting Adjourned at 11:21
- 8. Next Meeting: March 14th, 2014 at the MAC

Respectfully Submitted,
Kathleen Profitt, CAI-OR Secretary

DRAFT