

## **SCFIA BOARD MEETING MINUTES FOR OCTOBER 1, 2009**

The meeting was called to order at 7:15 a.m. Present were Keith Levin, Stella Rheinhardt, Skip Davidson, Jim Harbin, Shelly Jenkins, Cecilia Laija, Christine McGuffee, Laura Gibbs and Flo Johnson. The minutes from the last meeting were approved as read with a motion by Skip and second by Keith. No one was opposed.

### **SECRETARY'S REPORT**

There are 46 attendees as of 9/30/09 and we received approximately 22 more in the mail. New members were approved. Two new member applications were reviewed and approved.

### **TREASURER'S REPORT**

Flo provided a report with account balances of \$51,193.11 as of 9/28/09. Flo reviewed what we spent last year and we spent \$32,000. We had made our room quota last year. Flo wanted to take the list of people registered at the hotel and compare it against the attendees list. We already gave them a \$2,000 deposit. Flo may have to transfer \$8,000 from savings to cover.

There is \$1500 in PayPal which we can get \$500/mo and they increased our usage fees. Flo said the credit card processing fees as \$20 for vendors, and \$10 for registration for conferences and \$3 for the rest. There is a bank card charge and another charge to make deposits. Sid made a motion we increase the cost from \$3 to \$5 beginning in January 2010 and Laura agreed with the motion. Sid will make the announcement and will notify the webmaster/Ravi.

Skip made a motion to accept and Keith seconded.

### **SEARGEANT-AT-ARMS**

Sid expects the sergeant-at-arms be present and participate more. Dave Williams' registration will be covered but he will pay for his hotel room. Keith added that we need to communicate to Dave that he needs to be present to check badges and monitor admittance.

### **THREE DAY TRAINING CONFERENCE (11/4/09-11/6/09)**

Sid suggests we do beer and wine only. Jim suggested we cut out the free drink tickets. We need to discuss the menu with hotel. We already committed to the breakfast on Friday. See if we can indicate a number of water/drinks (try to keep a snack) for some cost control. Laura to bring 3 extra raffle prizes for the lunch and afternoon breaks to bring them into the vendor room.

We need to follow-up with Barry Zalma to see if he would forward our conference letter.

The cost for the audio visual has been cut because we're bringing our own screens/projectors. Keith can bring additional projectors for back-ups. Sid will bring 3 power extension cords and asked that we bring the long extension cords to save money.

Alice Verstegen does not need to pay for her registration because she controls the MCLE credits. Flo will make sure that her payment does not get processed.

We need to make a space on the certificates for the CE credits. We need to determine who will need CE credits.

Laura will ask if we can decrease the number of tables at the casino night. Cecilia will ask Yvette if we can use her iPod and we'll use our speaker system.

The telephone calls, the lower costs and the CE credits helped increase the attendees.

We have a 9-month window to cancel the 2010 conference but we won't be competing with IASIU.

Bill can run the hospitality room. Dave will donate 15 bottles of Tequila and Arvin will try to get 10 cases of beer, then we just need snacks and more beer for Tuesday and Wednesday. We'll need the ice buckets and Margarita mix.

Keith will send a formal letter to all the speakers.

Shelly will contact Laura Clifford to blast the conference pamphlet to her email distribution list.

### **SCHOLARSHIPS**

Jim said we had 8 applicants and Jennifer Segal won. She is a senior going into college. She is a national merit scholar. The letter was drafted and he needs the \$1500 check to send to her. Jim needs to contact her to be our guest at our next meeting.

### **MISC**

Pat Kissane requested lifetime membership. Pat had requested this before but it was denied. She is the reason for the Director's and E&O insurance because she was threatening to sue. She left in the mid-1990s. Sid and Laura made a motion to grant her lifetime membership. Sid will write the letter granting her lifetime membership. Skip suggested we review the by-laws for lifetime membership. Sid made the motion and Jim seconded.

The next SCFIA board meeting will be on Tuesday, 11/4/09 at dinner.

The meeting was adjourned at 9:05 a.m.; the motion was made by Sid and seconded by Skip.