



MoASBO BOARD OF DIRECTORS MEETING MINUTES

Tan Tar A Resort, Lake Ozark, MO

April 8, 2016

I. **Call to Order** (Chodes) at 10:30 a.m.

II. **Roll Call** (Chodes)

Directors in Attendance

Wade Bartels

(phone) Patty Bedborough

Lorenzo Boyd (left at 1:25)

Steve Chodes

Phone Joel Cracchiolo

Pam Frazier

Clint Johnston

Kari Monsees

Ron Orr (left at 12:54)

Cindy Reilmann

Jim Cummins

Sharon Sander

Kim Cranston

III. **Adopt Agenda** (Chodes)

- Move to approve by Kari
- Motion seconded by Ron
- Approved 11 - 0

IV. **Approval of January 29 Meeting Minutes** (Chodes)

- Move to approved by Kari
- Motion seconded by Sharon
- Approved 11 - 0

V. **Financial Report (Frazier/Cranston)**

The Board had a lengthy discussion of prior financial records. We are still working on completing the 990. Information was shared regarding the check register, reconciliations and payroll taxes. We are corresponding with the IRS regarding payroll taxes.

- Move to approve by Ron
- Motion seconded by Kari
- Approved 11-0

VI. Committee Reports

a. Ron Orr reported for the nominating committee. With the announcement of Wade Bartel's new job opportunity and departure from the MoASBO Board of Directors, effective June 30, 2016, the nominating committee makes the following recommendation:

- Appoint Clint Johnston to serve as Vice-President
- Approve Pam Frazier to the Pres. Elect position – she was previously approved to serve as vice-president

New officers for 201-2017 will be:

Cindy Reilmann – President
Pam Frazier – President Elect (replaces Wade)
Clint Johnston – Vice-President (replaces Pam)
Steve Chodes – Past President

The Treasurer's position will still need to be assigned.

- Motion made by Kari
 - Second by Sharon
 - Motion passed 11-0
- b. Kim Cranston reported on behalf of the Resolution and Recognition committee. The committee has identified two finalists for the Business Official of the Year: Charles Brazeale and Carol Embree. The Board was pleased with these finalists and voted to approve either one and asked the R & R committee to make the selection, based on the rubric and information they have.

Motion to approve either finalist selected by the committee.

- Motion made by Kari
 - Motion seconded by Ron
 - Approved 11-0
- c. Conference Programs committee report was presented by Joel and Kim
- Update on the number of registrations
 - Discussed remaining communication tactics

- Discussed responsibilities, duties and assignments for the Board
 - Discussed sponsorships; determined that it would be beneficial to have a meeting with the vendors on Thursday at 3:15 to thank them and discuss any issues
 - Discussed procedures surrounding CPE credits
 - Reviewed the General Session and Business Meeting agenda
- d. Strategic Planning committee report was presented by Kim on behalf of John Ruddy. The plan will be reviewed and discussed at the Board's summer retreat.
- e. Constitution and By-Laws committee report was presented by Cindy on behalf of Patty.
- No major changes in policy are being recommended for this year. The Board will address Constitution and By-Laws regarding the committees and committee structure during the Board retreat.
 - Motion to approve changing the wording in Policy so that the President, President-Elect, Vice President would attend the ASBOI Leadership conference in February and MoASBO would no longer pay for the guests.
 - Motion made by Ron Orr
 - Motion seconded by Lorenzo Boyd
 - Approved 9-0

VII. New Business

- a. Report on ELF Conference (Chodes, Reilmann and Cranston)
- Great experience covering Strategic Governance. As covered in CB&L above, attendance at the Leadership conf. will be for these officers: VP, Pres-elect and Pres. Spouses may attend at their own expense.
- b. Annual Board review (Chodes)
- This will be discussed at the June Board Meeting
- Board will discuss Executive Director mid-year feedback at retreat.
- c. Preliminary budget discussion (Cranston)

Kim presented a presentation on a draft budget. She emphasized that the purpose of this draft/preliminary draft, which is a work in progress is provided to:

- Inform the Board with projected revenues and estimated expenditures
- Seek feedback and direction on focus of work for upcoming year

This document is to be used as a guide that helps our organization plan for the future, as well as assess its current financial health.

- Revenue is 60K lower than proposed expenditures at this time
- A Fall mailer for members explaining MoASBO is included in the budget; this would be an additional expense
- Spring conference revenue will be adjusted going forward
- Jeff City office – It was decided to keep it for the upcoming year; mailing address is important.
- Budget deficit should be reviewed by ED for future meeting

VIII. Upcoming Meetings

- a. Friday, 6/17/16 – 10 a.m. at Columbia Event Center (new BOD members have been invited to attend). Complimentary sleeping rooms are available the night before.
- b. Friday, 7/19/16 – Summer retreat at Columbia Event Center. Complimentary sleeping rooms are available the night before.

IX. Adjournment

- Motion made by Joel
- Motion seconded by Kari
- Approved 8 - 0