



ACTIVE 20-30 CLUB OF U.S. & Canada

I. CALL TO ORDER: National President Lovell: Carson Valley #85,
National President Tommy Lovell (Carson Valley #85) called the meeting to order at 6:03 (PST), on September 11, 2017.

II. INTRODUCTIONS/ESTABLISH QUORUM: National President Lovell: Carson Valley #85, A quorum was established.

2017-2018 National Board of Directors & Officers

Tommy Lovell: National President, Carson Valley #85,
Jeff Okrepkie: National President-Elect, Santa Rosa #50,
National Director Region 1, Natalia Navas: New York City #1044,
National Director Region 2, Robert Steck: Eugene #920,
National Director Region 3, Ashley Corbett: Valley of the Sun # 1028,
National Director Region 4, Chris Forsyth: Carson Valley #85,
National Director Region 5, Lisa Wunderlich, Napa #57,
National Treasurer, Andrew MacDonald: Sacramento #1,
International Relations Officer, Andrew Bain: Santa Rosa #50,
Immediate Past President, Monica Uriarte: Petaluma #30,
National Office Representative, The Center: Dhru Bhatt & Don Lesko,
National Secretary, Abbey Kronenberg: Valley of the Sun # 1028,

National Board Members Absent:

International Relations Officer, Andrew Bain: Santa Rosa #50,
National Office Representative, The Center: Dhru Bhatt & Don Lesko

Committee Chairs Present:

PR/Communications: Hilary Grider, (Greater Sacramento #1032), Chair
Past Active Liaison: Monica Uriarte, (Petaluma #30) Chair
New Charters: Samantha Mineo (Sebastopol #63), Chair
Budget/Finance: Andrew MacDonald (Sacramento #1), Chair,
Fundraising: Monica Uriarte, (Petaluma #30) Chair
Strategic Planning: Monica Uriarte, (Petaluma #30) Chair
National Project: Samantha Mineo (Sebastopol #63), Chair
Laws and Regulations: Monica Uriarte, (Petaluma #30) Chair

Committee Chairs Absent:

Membership Growth and Retention: Kyle Nuss, Santa Rosa #50, Chair
History: Michele Spilman (Greater Sacramento #1032), Chair
Awards: Lacie Ladner Clementi (Gold Rush #1034), Chair,
Midterm Convention: (Bakersfield),
Technology: Wayne Ingraham (Santa Rosa #50), Chair

Guests: Kevin Chapin (North Bay #656), Rachel Mason (Chico #100), Geoffrey Cheung (Healdsburg #205), Wendy Cockrell (Greater Sacramento #1032)

III. APPOINTMENT OF PARLIAMENTARIAN: National President Lovell: Carson Valley #85,

1. Monica Uriarte (Petaluma #30) was appointed as parliamentarian.

IV.ADJUSTMENTS/APPROVAL OF AGENDA: National President Lovell: Carson Valley #85

It was **MOVED** by **President Elect Jeff Okrepkie**, **SECONDED** by **Region 5 Director Lisa Wunderlich** **AND AGREED BY THE BOARD**, to approve the amended agenda to move Convention 2018 from Old Business (Line item XI) to Committee reports (Line item XIII). The motion passes unanimously.

V.MINUTES OF PREVIOUS MEETINGS: Abbey Kronenberg, National Secretary, Valley of the Sun # 1028

It was **MOVED** by **Region 4 Director Chris Forsyth**, **SECONDED** by **Region 2 Director Robert Steck**, **AND AGREED BY THE BOARD**, to approve the July board meeting minutes. The motion passes unanimously to approve the board minutes from July.

It was **MOVED** by **Region 5 Director Lisa Wunderlich**, **SECONDED** by **Region 1 Director Natalia Navas**, **AND AGREED BY THE BOARD**, to approve the August board meeting minutes. The motion passes by majority with one abstention to approve the board minutes from August.

VI.PRESIDENT REPORT: National President Lovell: Carson Valley #85,

1. National President Lovell reported that the majority of dues are paid with only a few not paid in each region
2. Some didn't send rosters in with their checks or upload them
3. The purpose for tonight's agenda is the budget and the issue with the ED/office situation

VII.PRESIDENT ELECT REPORT: Jeff Okrepkie: National President-Elect, Santa Rosa #50,

1. President-Elect Jeff Okrepkie reported that he has been in contact with clubs who have lost touch with nationals
2. He is hoping to have members from Scottsdale Topeka, Phoenix attend convention
3. Visiting Scottsdale's Niteflite event in October\

VIII.IPP REPORT: Monica Uriarte: Immediate Past President, Petaluma #30

1. IPP Monica Uriarte will defer to her report to her committee reports

IX.TREASURERS REPORT: Andrew MacDonald: National Treasurer, Sacramento #1

1. 2016-2017 Financials Year End financials
2. Trying to close out budgets and convention expenses. Just paid last of everything today so we can report what is an accurate account
3. \$13000 from reserves was approved to use from last year's budget.
4. Andrew reported that the current account balance was \$227,960 which included approximately \$173,000 of reserves, not the including the foundation which was approximately \$150,000). Money is available to spend if we see fit on initiatives
5. It was discussed that the reserve amount should be the same as from national AGM and there were some discrepancies so we will need to get the numbers squared away to make sure we know which numbers are correct.
6. It was explained that our reserves is in a checking account with Chase and we had to move funds from Wells Fargo in order to be with the National Office. Our Foundation account is a money market account.
7. Based on the discussion and the reconciliation of the accounts, we will need to get the numbers to squared away in the upcoming weeks so we can vote on the reserves and

where they are allocated. It was decided this would occur for the next board call and we would approve the financials then.

X.NATIONAL OFFICE: Don Lesko (National Office Representative, The Center),

1. Not present, National President Lovell reported no report

XI.OLD BUSINESS

1. National Trademark W. Ingraham
 - a) National President Lovell reported that he needed to touch base with Wayne on this and there was no update yet. It needs to be handled and should be squared away by the end of the month
2. International Convention 2017 Eugene #920
 - a) National Treasurer MacDonald reported that we don't have final numbers as we are still paying a few things
 - b) Financially sound convention that will break even or minimal

XII. NEW BUSINESS

1. National Budget A. MacDonald/T. Lovell
 - a) We will need to get the budget by the end of October so that the committees know their budgets for the year; including new charter, membership growth and retention, PR and awards
 - b) In terms of the budget we have to be aware of what we will be spending with the national office and the transition costs associated with a new office/ ED and storage.
 - c) We have cut our expenses in terms of national directors travel this year
 - d) We should be able to cover the transition costs as we already paid for first and last months' fees to The Center so we will not owe month in December
2. Membership Dues T. Lovell
 - a) Already went over it in report
3. ED/ Office Situation T. Lovell/ N. Navas
 - a) Wendy, Kevin and Ryan worked on this extremely hard
 - b) Based on the feedback from the board, we are going on the route of ED and bookkeeper and will have an RFP for a management company as a backup plan pending the candidates we receive for the ED position.
 - c) Wendy set up a tight timeline in the email she sent over but it is feasible
 - d) After we get a new person or office in place, we need a committee to help with the transition. This will help with our core values and getting them up to speed
 - e) Discussion came about surrounding the distribution of the RFP and how it would be distributed. It was explained it would be sent out in a similar fashion as the last time and also sent out to past National Presidents of the organization.
 - f) It was also discussed that there might be ramifications if we are now becoming an employer to an individual and also that we might need to change our insurance to reflect this (i.e. worker compensation)
 - g) The issue was also discussed if the ED would be hired as an independent contractor for our organization
 - h) There were several issues discussed surrounding the classification of the individual we may hire to be the ED of Active 20-30 and that we would need to talk to someone from a legal background (tax attorney) to assist with this.
 - i) It was also discussed the importance of the ED or office to be close to a club. They don't need to be in CA but the closeness to a club would help for getting face time with our organization.

- j) Questions came up surrounding the interview process and if we would be doing two sets of interviews, one set for the ED and another for the management company. It was explained that we would only do the management company as a backup plan if we don't get a good pool of candidates.
- k) Timeline for ED/Bookkeeper/New Office
 - 1. Friday, October 13: Proposals and additional criteria due
 - 2. Friday, October 27: Committee makes candidate recommendations to the Board & Schedule interviews upon approval
 - 3. Week of November 6: Interview finalists
 - 4. November 20: Selected Individual or Firm noticed by National President with job offer
 - 5. 11/20/17-12/1/17: Contract negotiations
 - 6. December 15: Contract begins with new individuals or firm and transition begins
 - 7. January 1, 2018: New individuals or firm take over full-time assumption of duties

It was decided on to review the RFPs, cover letters and timeline for a few days and comment on them before voting. Also it would allow the board time to consult with a tax attorney on some things. Voting will take place via email to continue the process.

XIII. COMMITTEES

- 1. Public Relations – **H. Grider**
 - a) Defer to Rachel Mason – working on the PR grant similar to the one from 2015-16. It will be used new events with a mission and vision statement, clear and measurable goals. Looking at a budget around \$4000 for the grants and the timeline for applications to be due will be in early December, prior to midterm. Guidelines to be provided by next meeting
 - b) Working on climbing on social media, Instagram and FB
- 2. Membership Growth & Retention – **K. Nuss – not present**
 - a) President Lovell reported that all clubs have been reimbursed beside Roseville since no receipts were provided.
- 3. New Clubs Charter Chair – **S. Mineo**
 - a) There is interest from Santa Barbara and she just got email from Jeff about it
 - b) President Elect Okrepkie inquired about San Jose and Samantha said she had no new news one them but would look into it
- 4. National Project – **S. Mineo**
 - a) There will be a blurb on the shopping spree in the next newsletter
- 5. Fundraising - **M. Uriarte**
 - a) Fundraising and the foundation are interconnected
 - b) We need to fix our 990, which is what we need in order to get grants
 - c) Monica is working sending out a checklist, including audited financials
- 6. History – **M. Spilman – not present, no report**
- 7. Awards Chair – **L. Clementi – not present (reported by National President Lovell)**
 - a) National President Lovell reported that we will have a report for next time
- 8. International Relations Officer – **A. Bain not present, no report**
- 9. Technology – **W. Ingraham, not present (reported by National President Lovell)**
 - a) Not present, website updated to include board of directors and committee chairs
- 10. Laws & Regulations – **M. Uriarte**
 - a) Started to put a plan in place and wants to update the policies and procedures and bylaws. People have reached out to help including past active members and past

national presidents. Has a timeline and plan for getting this done and some recommendations by midterms. Would like to reach out to some attorneys for assistance and to also make sure we are on par with other similar organizations in terms of their standard operating procedures.

11. Strategic Planning – **M. Uriarte**

- a) Already things accomplishing, update the grid and put some stricter timelines in there to show progress in this. Show people know we are doing this.

12. Past Active Liaison – **M. Uriarte**

- a) A letter has been drafted for past active liaison solicitation to send out and put on a nice letterhead or format it for web. Also working on a way to update registry.

Agenda amended to included National Foundation report under committees as it ties into M. Uriarte's reporting on Laws & Regulations, Strategic Planning and Past Active Liaison

XIV. National Foundation: Monica Uriarte: Immediate Past President, Petaluma #30

1. Our taxes need to be redone from the last year and need to get it to the board, and get the financials over to the board. Get a tax attorney to help to refile and then do our taxes for this year. Working with wendy on this to make sure this gets done and also so people have access to all the accounts

XIII. 13.Convention 2018 – W. Cockrell

- a) Nothing to report

XV.REGIONAL DIRECTOR REPORTS:

Region 1: Natalia Navas: National Director Region 1, New York City #1044,

Region 1 Director Natalia Navas reported by President Lovell that she was in transit and had to drop the call, no report

Region 2: Robert Steck: National Director Region 2, Eugene #920,

Region 2 Director Robert Steck reported that the Region Meeting is scheduled for October 28th and it is a duck home game so they will be home hosting. Starting to schedule visitation to other clubs. It was asked if he any correspondence with Yuba City as they have not paid dues and he was not sure if he has talked to them. It was also also asked about going to other region meetings and it was explained that Region Directors priority to visit their clubs but the National President and President Elect will try to attend those meetings if they can

Region 3: Ashley Corbett: National Director Region 3, Valley of the Sun # 1028,

Region 3 Director Ashley reported that she has been in contact with all presidents and there is a president's call scheduled for Tuesday September 26th. Wants to have a different focus on each call. The Albuquerque Men's club is going to come to VOS's wine soiree. She might visit Denver in November with the Phoenix and Scottsdale Presidents.

Region 4: Chris Forsyth: National Director Region 4, Carson Valley #85,

Region 4 Director Chris Forsyth reported that there might be a change region meeting. He hasn't been in contact with the Madera club. He will be visiting Bakersfield next week and then Placerville.

Region 5: Lisa Wunderlich: National Director Region 5, Napa #57,

Region 5 Director Lisa Wunderlich reported that she had first president call and 8 of 9 presidents were on the call. She also reported that 8 of 9 clubs have paid dues. September 23rd is the Redwood Empire's Tini's for Tatas and that is when the region meeting is scheduled for.

XVI.NATIONAL FOUNDATION: Monica Uriarte: Immediate Past President, Petaluma #30

1. Agenda amended and reported under the committee reports

XVII. ADJOURNMENT: National President Lovell: Carson Valley #85,

1. **Be on the lookout on emails for the information on the RFP and an update on the dues.** Will be going to Bakersfield as well and will be getting an update on Midterm

Next National Board Meeting on October 9th by conference call.

It was **MOVED** by **President Elect Jeff Okrepkie**, **SECONDED** **Region 5 Director Lisa Wunderlich** **AND AGREED BY THE BOARD**, to adjourn. The motion passes unanimously.

The meeting was adjourned at approximately 7:56 (PST).