



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

**I. CALL TO ORDER:** National President Okrepkie: Santa Rosa #50 called the meeting to order at 6:00 PM (PST), on March 11, 2019 via UberConference call.

**II. INTRODUCTIONS/ESTABLISH QUORUM:** National President Jeff Okrepkie: Santa Rosa #50, a quorum was established.

## **2018 - 2019 National Board of Directors & Officers**

President: Jeff Okrepkie, Santa Rosa #50  
Immediate Past President: Tommy Lovell, Carson Valley #85  
President Elect: Jeneba Lahai, Greater Folsom #77  
Region 1 Director: Jessica Slone, Fort Wayne #700  
Region 2 Director: Rachel Mason, Chico #100  
Region 3 Director: Abbey Kronenberg, Valley of the Sun #1028  
Region 4 Director: Ryan West, Hangtown #43  
Region 5 Director: Tiffani Montgomery, Redwood Empire #1029  
National Treasurer: Jaci McAleer, Greater Sacramento #1032  
National Secretary: Libby DuFresne, Redwood Empire #1029  
International Relations Officer: Lauren Goff, Greater Sacramento #1032  
Executive Director: Dale Fenton

## **National Board Members Absent:**

### **Committee Chairs Present:**

History Report - *M. Spilman*  
Laws & Regulations – *T. Lovell*  
National Convention 2019 (Virginia City, NV)– *Carson Valley #85*  
Bylaws – *D. Fenton*

### **Committee Chairs Absent:**

Alumni Relations- *M. McClelland*  
Awards Chair- *Heather Esrey-Hughes*  
Membership Growth & Retention – *J. Goldstein*  
Fundraising – *Renae Eure & Ashely Hensley*  
National Project– *A. Fury*  
New Club Charter – *A. Fury*  
Marketing Project – *C. Stacy*  
Public Relations – *H. Grider*  
Technology – *Vacant*

## **Other Members Present:**

Linda Abdelbaki, Greater Sacramento #1032; Mike Kingsley Eugene #920

**III. APPOINTMENT OF PARLIAMENTARIAN:** National President Jeff Okrepkie: Santa Rosa #50  
A. Jeneba Lahai (President Elect), was appointed as parliamentarian.

**IV. ADJUSTMENTS/APPROVAL OF AGENDA:** National President Jeff Okrepkie: Santa Rosa #50

It was **MOVED** by Jeneba Lahai (President Elect) **SECONDED** by Abbey Kronenberg (Region 3 Director) **AND AGREED BY THE BOARD**, to approve the agenda as presented.

**V. CONSENT AGENGA:**

**A. Minutes of Previous Meetings**

It was **MOVED** by Jeneba Lahai (President-Elect) **SECONDED** by Rachel Mason (Region 2 Director) **AND AGREED BY THE BOARD**, to approve the February board meeting minutes as presented.

**B. Financial Report as of February 28, 2019**

It was **MOVED** by Abbey Kronenberg (Region 3 Director) **SECONDED** by Rachel Mason (Region 2 Director) **AND AGREED BY THE BOARD**, to approve the Financial Reports for the period ending February 28, 2019. (5-0-1 T. Montgomery)

Discussion: There was discussion about where the coding for folders for the Dallas club to help with recruitment. \$130.03 – determination was it would stay in New Charter Supplies.

**C. National Foundation Financial Reporting as of February 28, 2019**

- i. *This was reported after the Treasurer's Report* Got the numbers from the Growth and Retention grant and will send those out to Foundation Board.

**VI. ACTION ITEMS**

**A. Bylaw Discussion at AGM -D.Fenton**

- i. Bylaw Committee is requesting to have the non-profit attorney be present via phone at AGM, because proposed Bylaws are a completely new set and we have had to work with the attorney, it would be best to have him on hand to answer any questions that might come up in discussion
  1. Third party and also has the expertise to provide legal guidance in regard to the bylaws and any proposed revisions
  2. The rate would be \$340 per hour, and \$750 or less total for his time for the matter, based on attorney's estimate

It was **MOVED** by Rachel Mason (Region 2 Director) **SECONDED** by Tiffani Montgomery (Region 5 Director) **AND AGREED BY THE BOARD**, to table this discussion.

Discussion: There was a concern about the ability for the attorney to call in or video call in from a technology perspective. There was a concern about how productive it would be to have him on the call from an attention perspective from the audience. It was discussed how much it would be to have him there in person, which would be a significant expense. It was noted that this will need to be decided at April board meeting.

**B. Professional Photographer**

- i. It was brought up to possibly have a professional photographer at Convention to be able to provide opportunity for headshots for members as a tangible member benefit

Discussion: There is a photographer that would be willing to come and provide this service and digital pictures in exchange for complementary registration and a stipend (\$100-\$200). There was discussion

about trying to find a way to do this that would have no out of pocket expense. The board generally agreed to agree not to follow the traditional RFP process, and simply to bring back options with due diligence that are reasonably priced.

**VII. PRESIDENT REPORT:** National President Jeff Okrepkie: Santa Rosa #50

- A. Convention walkthrough is coming up and confirm if there are any issues that the board needs to be aware of.

**VIII. PRESIDENT ELECT REPORT:** Jeneba Lahai: National President-Elect, Greater Folsom #77

- A. Working with the Fundraising, New Charter, and Alumni Relations committees
- B. Working with Seattle about possibly hosting National Convention 2020
- C. Structuring upcoming term, visiting clubs, and sitting in on committee calls

**IX. IPP REPORT:** Tommy Lovell: Immediate Past President, Carson Valley #85

- A. Contraction *This was discussed after the Treasurer's Report*
  - i. East Coast Clubs – it seems that the board wants
  - ii. D.C.
    - 1. Tommy consulted with P&P what the basis is to disband a club, moving back to a club in formation is for when a club is in violation of rules and dues or are not in good standing
    - 2. Board will need to decide what to do; suspension rule does not necessarily apply in this scenario. They not paid dues for their 2 members, no roster, no insurance.
    - 3. Proposal from IPP, based on feedback, would be to add Brentwood and Fort Wayne to Region 3 effective after AGM in June, and determine what to do with D.C. separately (next month) with numbering staying 2,3,4,5.

It was **MOVED** by Rachel Mason (Region 2 Director) **SECONDED** by Jessica Slone (Region 1 Director) **AND AGREED BY THE BOARD**, to include Brentwood and Fort Wayne to Region 3, effective at the end of AGM and maintain numbering sequence without Region 1. (6-0-1 J. Lahai)

Discussion: Jess heard from D.C., and Brentwood does not have a preference either way as they do not have anyone who would want to be director and just want to be represented.

**X. TREASURER REPORT:** Jaci McAleer: National Treasurer, Greater Sacramento #1032

- A. Went over line item budget on a few items, proposed to reallocate \$500 to cover some of the budget overages: \$350 to go to Legal Services for nonprofit attorney billings, \$75 to International dues (higher than expected), \$50 to printing and reproduction, and \$25 Past Active Kits.

It was **MOVED** by Jeneba Lahai (President Elect) **SECONDED** by Rachel Mason (Region 2 Director) **AND AGREED BY THE BOARD**, to move \$500 funds from the Growth and Retention line item to Legal Services (\$350), International Dues (\$75), Printing and Reproductions (\$50), and Past Active Kits (\$25). (6-0-0)

Discussion: the question was if the Growth and Retention grant would be *fully* funded by the National Foundation – answer was that the National Foundation will be making this decision at the next meeting since there was not quorum at the last foundation meeting.

- B. Officer Travel Budgets – floor was yielded to Rachel Mason (Region 2 Director), and stated that there should be more structured policies on travel reimbursements; scenario is not being fully reimbursed for rental car to take other members to travel and visit other clubs
- i. It was noted that there are parameters in policies and procedures that the travel funds should be used for the lowest cost reasonable
  - ii. Discussion took place regarding use of these funds in this respect
  - iii. It was commented that it should be made clear that the funds are to be used specifically for the officer's travel and no one else's
  - iv. There was a question about appropriate timing if reimbursements – if it is when the expense when the expense is paid or when the cost is incurred (i.e. when the flight takes off)
    1. Per J. Okrepkie, there was previous discussion at the board level that reimbursements should be reimbursed at the time the expense hits your bank account – however there was a situation where an officer was reimbursed for convention travel and then decided not to attend, and wanted to transfer to another member which became an issue.
    2. This topic will be revisited at the next meeting with written proposal.

It was **MOVED** by **Tiffani Montgomery (Region 5 Director)** **SECONDED** by **Jeneba Lahai (President Elect)** **AND AGREED BY THE BOARD**, to reimburse Region 2 Director fully for the cost of travel for Region 2 meeting including additional members as passengers. (5-0-2 R. Mason, T. Lovell)

**XI. INTERNATIONAL RELATIONS OFFICER:** Lauren Goff: International Relations Officer, Greater Sacramento #1032 (Reported by J. Okrepkie)

- A. International website is now up [activo2030int.com](http://activo2030int.com)
- B. International Magazine came out in Spanish, English to come out soon and will be circulated once available

**XII. NATIONAL OFFICE:** Dale Fenton: Executive Director

- A. Dues – Merced
  - i. They paid half of their dues, Dale requested to understand which members this applied for the year, no response
  - ii. It was stated that there are not a lot of members who are motivated to keep the club going
  - iii. Comment - first step would be for the Region Director to provide the contact information to National Office
- B. Insurance/Roster
  - i. Glendale – no roster, no insurance
  - ii. Scottsdale – just waiting to get insurance certificate
  - iii. Auburn – no roster, no insurance
  - iv. North Bay -waiting for insurance
- C. Money Market Account
  - i. All the paperwork and signatures are on the paperwork to open the account, waiting on notification that the account has been opened and will transfer approved funds
- D. Milestone Awards
  - i. Found a way to search the database to see who would be receiving these awards – sent them to the clubs for review and have only heard back from 6 clubs

- ii. Dale will send the list to the Region Directors of those who have not responded
  - iii. Will be ordering the new supply soon
- E. Use of Trademark/Logo
  - i. Dale sent notifications to those who were using a customized logo – made it clear that they can use a customized logo so long as it is concurrent with the trademark logo
- F. IRS Subsidiary Report
  - i. Updating the list for those clubs that fall under the umbrella of National
- G. New Member Kits – clubs need to understand that when they submit the payment for new members at the same time they are submitting their new member forms

### **XIII. OLD BUSINESS**

- A. The Q
  - i. Still working to get the bank account closed
- B. New York City
  - i. Conversation with a member, still trying to get the bank account closed but cannot do so until the corporation is closed which they need an accountant to assist with – trying to find someone to do this for free, and having challenges
- C. Midterm Convention Closeout
  - i. There is a discrepancy between the treasurer and QuickBooks on the marginal profit, so this will be tabled until next month

### **XIV. NEW BUSINESS**

- A. Convention 2020
  - i. Seattle is interesting in submitting a bid, but are requesting some guidance on how to formally submit, budget, and host convention
  - ii. Application is going out tomorrow for clubs to submit proposal
    - 1. Dale mentioned that it would be best to have a previous chair connect to help with this process as there is no documentation at the National Office on how to handle all these process steps
- B. Washington D.C.
  - i. Have not been able to get a response from the current President
  - ii. There are only 3 members interested in continuing if Holly would help out (former Eugene #920 member who has offered to help revitalize)
    - 1. Holly is concerned about the liabilities, and wants to make sure there are no liabilities that will hinder growing the club
      - 1. Comment was made – would it be better to close the club and the liabilities and then have Holly restart the club?
  - iii. There are open debts to Panama club, and one of the bank accounts is overdrawn
  - iv. Just waiting on confirmation from Sam on what action route they would like to take
- C. Bylaws
  - i. Had a meeting a week ago and finalized the draft, committee is reviewing now. Once committee confirms, Dale will submit it to Laws and Regulation by March 22<sup>nd</sup>
  - ii. The attorney did review everything, and felt the revisions made were all done very well and that we are in compliance with the revisions
- D. Marketing Project
  - i. Did presentations with those who submitted RFP and committee reconvened and decided one was not right for us, the other was a partial fit Uptown Studios

1. There was a proposal was to do an in person focus group – which the committee liked
  2. Committee is proposing to move forward with just the focus group, get the data and feedback and then use this information to better structure the RFP in a more specific way to be able to get
    1. \$8,500 was the initial cost for the focus group
    2. Why are people members of our club, what are we doing well, where can we improve, etc.
    3. Discussion continued as to what the best way is to approach this request
    4. It was clarified as to the benefit of having this done by a paid 3<sup>rd</sup> party
    5. There is a request to go back to the firm and request a redrafted proposal for just the focus group portion of the proposal
    6. Another comment – if we just take this portion of the project, the next board will have to approve (and inherit) the remainder of the already started project, which if it is not continued could be an issue
- ii. A call will be scheduled for end of next week to get everyone on the same page

It was **MOVED** by **Tiffani Montgomery (Region 5 Director)** **SECONDED** by **Jeneba Lahai (President Elect)** **AND AGREED BY THE BOARD**, to table this topic until the April board meeting.

#### **XV. REGIONAL DIRECTORS**

Region 1: Jessica Slone: National Director Region 1, Fort Wayne #700

Region 1 Director Jessica Slone reported:

- A. Had to step off call

Region 2: Rachel Mason: National Director Region 2, Chico #100,

Region 2 Director Rachel Mason reported:

- A. Not a lot new to report, outside of travel to clubs

Region 3: Abbey Kronenberg: National Director Region 3, Valley of the Sun #1028

Region 3 Director Abbey Kronenberg reported:

- A. Not a lot new to report, outside of travel to clubs

Region 4: Ryan West, National Director Region 4 Hangtown #43

Region 4 Director Ryan West reported:

- A. Not a lot new to report, Region Meeting April 13<sup>th</sup> in planning progress

Region 5: Tiffani Montgomery, National Director Region 5 Redwood Empire #1029

Region 5 Director Tiffani Montgomery reported:

- A. Region Meeting April 17<sup>th</sup>, a lot of events going on
- B. There were some questions on the Secretary or Treasurer bylaw amendment and voting process – confirmed where you vote until the leading candidate gets +50% (when there are three or more candidates)

#### **XIV. COMMITTEES**

- A. Bylaws – **D. Fenton**

- i. Reported previously

- B. Marketing Project – **C. Stacey**
  - i. Previously reported
- C. Alumni Relations – **Vacant as of now**
- D. Awards Chair – **H. Esrey-Hughes**
  - i. Wiggle room on due date; might be able to extend on a week but are up against timing issues for ordering patches
  - ii. Emailed all the region directors the speech contest information
- E. Fundraising – **R. Eure**
  - i. Got the Fundraising email set-up
  - ii. Waiting on some additional clubs to respond about Shopping Spree, need more data
  - iii. Impact statement is in process
  - iv. Continuing work on the template forms for clubs to use
  - v. Next immediate step is impact statement, and then list of corporate donors who do not require audit
- F. History Report - **M. Spilman**
  - i. Anniversaries
    - 1. Fort Wayne 22 years
    - 2. Napa 89 years
    - 3. Red Bluff 2 years
  - ii. Ebay purchases
    - 1. Items purchased, photos available on the Facebook group
    - 2. Members are welcome to alert Michele and purchase on behalf of the club
    - 3. Inventory list in progress
- G. Laws & Regulations – **T. Lovell**
  - i. No new information
- H. Membership Growth & Retention – **J. Goldstein (reported by A. Kronenberg)**
  - i. 14-15 clubs submitted request for funds,
  - ii. Total request amount \$16-17k, about \$7k came from two clubs, most were about \$1k
  - iii. The only issue at this point is from a committee standpoint and having people committed to the process
- I. National Convention 2019 (Virginia City, NV)– **Carson Valley #85**
  - i. Registration is open – there are only two board members registered
  - ii. Walkthrough is coming up
  - iii. Need people to register
- J. New Club Charter – **A. Fury (as reported by J. Lahai)**
  - i. There is interest from a club in Houston
  - ii. No updates on Hermosa Beach
  - iii. Still working with Carson City
  - iv. Dallas estimating 20 charter members

K. Public Relations – *H. Grider*  
i. Not present, no report

L. Technology – *C. Thompson (new Chair)*  
i. Jeneba to look for new chair

**XV. NATIONAL FOUNDATION** Tommy Lovell: Immediate Past President, Carson Valley #85 – *report previously given*

**XVI. ADJOURNMENT** Jeff Okrepkie: National President, Santa Rosa #50

It was **MOVED** by Tommy Lovell (Immediate Past President), **SECONDED** by Ryan West (Region 4 Director) **AND AGREED BY THE BOARD**, to adjourn the meeting at 8:42 pm (PST).