



AAGT BOARD MEETING

Sunday 29 December 2013

ATTENDANCE:	Gail Feinstein, Brad Larsen, Deirdre Winter, Marlene Blumenthal, Dina Miller, Michael Sasiain, Dominique Chabre, Patricia Tucker, Peter Cole, Adam Kincel, Burt Lazarin
APOLOGIES:	Rodney Cole, Anna Bacik, Bud Feder, Alex Schlotterbeck, Meghann Case, Ansel Woldt, Nancy Woldt, Maryanne Nicholls
CHAIRPERSON:	Gail Feinstein
MINUTED BY:	Michael Sasiain and Rodney Cole

SUBJECT	ISSUE/DISCUSSION POINT	Decision Made	Action Point	Completion Date
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REVIEW ITEMS

1. Asilomar 2014 Conference Report

Peter Cole – Due to meals at Asilomar being pre-paid by conference attendees, decision has been made to offset that charge by reducing conference registration fee by \$100.

Brad L has completed work on website and conference registration process. Registration opens on 15 Feb 2014.

Charlie Bowman to host auction and Peter Cole will contact membership need to get word out for items to be auctioned.

Peter Cole to focus work on marketing of conference given much of the planning is completed

Given work to be completed on marketing, Adam Kincel suggested that the AAGT scholarship fund needs to be highlighted as a marketing tool/strategy.

Board discussed the need to be very clear & transparent with both members and non-members as to the guidelines for using the fund.

Scholarship fund committee to meet to decide scholarship fund guidelines,

Scholarship Fund committee to meet and draft criteria for usage of fund.

	<p>criteria and parameters for distribution of monies from the fund.</p> <p>Burt L highlighted that since our contract with Asilomar has a quota that we must meet in order not to pay a penalty, Burt L suggests those who are successful securing scholarship fund could there be a stipulation that the monies be used to cover Asilomar board/lodging costs?</p>																			
<p>2. Treasures Report</p>	<p>Burt L submitted monthly treasures report.</p> <table data-bbox="338 523 1032 676"> <tr> <td>in our general checking account:</td> <td>\$9,584.44</td> </tr> <tr> <td>in the scholarship fund account:</td> <td>\$18,804.54</td> </tr> <tr> <td>in our money market account:</td> <td><u>\$24,079.61</u></td> </tr> <tr> <td>total</td> <td>\$52,468.59</td> </tr> </table> <p>Included in our general checking account is</p> <table data-bbox="338 759 1021 912"> <tr> <td>Budgeted Reserve</td> <td>\$6,637.00</td> </tr> <tr> <td>Regional Development Fund:</td> <td>\$2,127.70</td> </tr> <tr> <td>Research Fund:</td> <td>\$1,776.47</td> </tr> <tr> <td>holding for AAGTNE:</td> <td><u>\$479.32</u></td> </tr> </table> <p>leaving unencumbered: \$22,643.56</p> <p>To date in 2013 we have spent \$15,949 (not including conference reimbursables) and have taken in \$17,015. Most of the revenue is membership dues and this is not evenly distributed throughout the year. Membership dues are currently \$1,659 below budget (\$15,000), organizational membership \$150 above, and revenue from CEs way below (\$1,292) budget (\$2,000). Our largest expenditures to date have been for administration (\$6,444), memberclicks/moolah (\$3,342), the AGM (\$1,920) and accounting (\$2,580).</p>	in our general checking account:	\$9,584.44	in the scholarship fund account:	\$18,804.54	in our money market account:	<u>\$24,079.61</u>	total	\$52,468.59	Budgeted Reserve	\$6,637.00	Regional Development Fund:	\$2,127.70	Research Fund:	\$1,776.47	holding for AAGTNE:	<u>\$479.32</u>			
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	<p>Currently we are within our overall budget parameters though some specific items are over or under projections. We should be able to transfer to 2014 the reserve as budgeted. There are a number of budgeted expenditure items that remain unspent: [up to] \$4,000 RDF contrib, [up to] \$4,000 Board/presidential support (currently pending one request), \$2,000 contribution to AAGT 2014 opening night, \$3,000 AAGT site reservation. This last item will not be needed and we should delete it from the budget.</p> <p>In working on the year end numbers and looking ahead to a 2014 budget, I feel a need to work with a "committee" or some other group of designated individuals with whom I could discuss issues and collaborate.</p> <p>Dina M outlined to board the ongoing costs to AAGT to provide CE points, which is offset by charging for CE certificates at AAGT conference.</p>		<p>2014 Budget Planning committee required.</p>	
<p>3. Board Retreat</p>	<p>Patricia T updated board on plans for board retreat. 8 of current board members have indicated they can attend in addition to Peter Cole and Daisy R who can attend when not required for conference setup. Patricia advised that additional room/food charges for the additional time would cost approx \$500 usd extra, should we hold it on site at Asilomar.</p>		<p>PT to discuss with Asilomar deadline to book additional time.</p>	
<p>4. Regional Development Fund</p>	<p>Deirdre Winter updated board on RDF. Some months ago the RDF committee replied to an application for funds with some questions. Since the applicant did not reply we sent out a second mail in December, but we still have not had any reply and don't know why. Next committee meeting scheduled for 11.01.14 to discuss how to raise profile of fund and how to fund raise more effectively.</p>			

5. International Task Force	Gail F updated board on international task force amendment. Anne Leibig has updated their suggested changes to the proposal and will join us on February 2014 board meeting call.		Anne Leibig to join us on February Board Meeting	
6 Review of Conference Schedule	Gail F advised board conference schedule has been submitted for review and is now up on the conference website. Meal times are set by Asilomar. Concern about movement activity scheduled for each evening after dinner, which may not be so well attended straight after dinner. Suggestion of repositioning movement activity to morning, after breakfast.		PC to go back to CPC to discuss movement activity after dinner	
7 Review of 2013	Since this is the last meeting of 2013, the Board took time to share their experiences in reviewing and acknowledging the work and relationships.			
Meeting closed: 5.30 pm. Next Board Meeting Sunday 26/Monday 27 January 2014				