



BOARD MEETING MINUTES

September 17, 2013

Location: Phoenix AMC Offices (3773 Cherry Creek N Dr., Ste. 575, Denver, CO 80209)

Attended: Heather Clark, Dennis Trujillo, Steve Bradford, Pat Hendricks, Jason Gordon, Brandon Kaplan and Bud Stratton

Absent: Brad Moody, Ben Kelly and Garrett Vap

The meeting was brought to order at 10:10am.

1. **Director's Report** (see attached)
2. **President's Report** (Jason Gordon)
 - a. The judge ruled for CISCA in the lawsuit between CISCA and AWCI. It looks like the INTEX show will be a part of the AWCI National Convention for another 3 years. More info will follow on this once AWCI responds to the judgement.
 - b. Membership Renewals – Member names have been sent to national and a check has been sent for \$10,056.00. Jason asked that the Board continue to follow-up with your lists to work on getting the remaining companies to rejoin. Heather will work on collecting payments from the companies on the membership list. Heather will also update the website and membership list.
 - c. Economic Feedback - The Board provided feedback to Travis Vap's questions to take to National. Jason will forward the responses to Travis.
 - d. Workman's Comp Dividend - Jason will contact Brad about distribution to ABC.
 - e. ASA - They have asked us to partner with them for their upcoming conference and other events. The Board decided to share our membership list for their new publication promotion only and Jason will talk to them about further partnerships.
3. **Vice President's Report** (Dennis Trujillo)
 - a. Dennis and Jennifer will be working on the October 23rd Networking Event and will get the details to Heather soon. The Bowling Tournament venue has been secured and Heather has started promotion.
4. **Secretary's Report** (Garrett Vap)
 - a. The July Meeting Minutes were reviewed. Dennis Trujillo motioned to approve the July Meeting Minutes as written, Bud Stratton seconded and the motion was approved unanimously.
5. **Treasurer's Report**
 - a. Heather and Jason reviewed the financial reports and the Board looked at the A/R Report to assign the remaining receivables to the Board members to follow up on.
6. **Committees**
 - a. **Membership** (Steve Bradford)

The final list will be determined at the next meeting once Board has followed up on their membership calls. Steve will continue to recruit new members.
 - b. **Colorado Construction Career Days**

Anthony Bruns with E&K has taken the lead on this and will have several volunteers to assist. Heather completed the application and submitted names for the volunteers.
 - c. **Programs** (Dennis Trujillo)

See Vice President report.
 - d. **Safety/Training** (Brad Moody/Steve Bradford)

Steve scheduled a High Reach Lift Certificate Training at United Rentals for October 11, 2013. Heather will update the Calendar and promote the training on the website.

7. Other

- Heather will research possible vendors for a new website and submit a summary to the Board at the next meeting.
- Heather will work with Jennifer to create a corporate sponsor flyer based on Board feedback and a draft will be presented at the next meeting.

The meeting was adjourned at 11:35 am.

Next Board Meeting:

**Phoenix AMC Offices
Wednesday, October 9th, 2013
10:00am - 11:30am**

DIRECTORS REPORT - August 2013

Board Meeting - July

- Took notes
- Created meeting minutes

Financials

- Worked with Ben Kelly on financial and A/R
- Processed QuickBooks credit card items
- Wrote checks and entered invoices and payments into QuickBooks
- Sent membership invoices
- Resent invoices for all past due accounts

Membership

- Sent invoices, emails and did follow up calls

August Happy Hour

- Set up venue, name tags, drink tickets and worked event

Other

- Sent August newsletter
- Created Action Plan for July/August
- Updated website