



BOARD MEETING MINUTES

October 9, 2013

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

Attended: Heather Clark, Dennis Trujillo, Brad Moody, Ben Kelly, Garrett Vap, Pat Hendricks, Jason Gordon, Brandon Kaplan and Bud Stratton

Absent: Steve Bradford

The meeting was brought to order at 10:02am.

1. Director's Report (see attached)

- a. Heather asked for approval to purchase frames for member certificates. She will hand deliver them to each company. Dennis Trujillo motioned to approve the request, Bud Stratton seconded the motion and the motion was approved unanimously.

2. President's Report (Jason Gordon)

- a. CISCA - Jason gave an update on the lawsuit with AWCI National and CISCA. The INTEX show will continue for now and both parties are trying to agree on the payment owed to CISCA for the San Antonio show.
- b. AWCI National Fall Leadership Conference - Travis Vap will report at the next meeting.
- c. Board Meetings - The committee decided to keep to the set schedule and relocate all meetings to Moody Insurance. Heather will send a meeting invite for November, December and all of 2014. Board members were all encouraged to plan around the meetings and be in attendance.
- d. ASA - Jason is still negotiating a partnership for the ASAC Health and Safety Summit. He is working on the best way to partner and will keep the Board updated.

3. Vice President's Report (Dennis Trujillo)

- a. Dennis reported that Boise has decided not to join and therefore Jennifer Wilson is not able to join the Board. Dennis and Steve will work on negotiating with Boise to see if they can convince them to join and keep Jen on the Board.
- b. Jake Forbes with Jones Hartz and Mark Dean with Midwest Drywall are interested in becoming Board members. Steve Bradford will contact both of them about joining.

4. Secretary's Report (Garrett Vap)

- a. The September Meeting Minutes were reviewed. Dennis Trujillo motioned to approve the September Meeting Minutes as written, Bud Stratton seconded and the motion was approved unanimously. All future meeting minutes will be sent to the board member for approval via email and once approved the minutes will be posted online.

5. Treasurer's Report

- a. Ben Kelly reviewed the financials with the Board and answered questions. The Board reviewed the Accounts Receivable and assigned members to follow up on all outstanding invoices.

6. Committees

a. Christmas Project

Brandon Kaplan will check into booking Stranahans for the event. He will look into tours j u s t prior to the event. Dennis Trujillo will look into families displaced by the flooding and bring info to the November meeting.

b. Bowling Tournament

Dennis Trujillo has changed the format to 4 person teams. Heather will update the flyer and send an e-blast. Heather will also send a call list to the Board to assist with selling sponsorships and registrations.

- c. Colorado Construction Career Days
The event went very well and had a positive impact on the students. Heather will create a press release and send to our media list.
- d. Programs (Dennis Trujillo)
The networking event will be postponed until November.
- e. Safety/Training (Brad Moody/Steve Bradford)
Steve scheduled a High Reach Lift Certificate Training at United Rentals for October 11, 2013. We have 10 signed up so far. Dennis Trujillo will continue to work on scheduling the On Center training and will bring details to the next meeting.

7. Other

- Website - Heather provided a summary report for creating a new website. The Board decided to move forward with a detailed proposal from Vieth Consulting. Heather will work on negotiating a better price and deferring payment until January.
- Corporate Sponsorship - Heather updated the proposed Corporate Sponsorship program flyer. The Board discussed final options. Heather will complete the final changes and send it to the Board for approval.

The meeting was adjourned at 11:45 am.

Next Board Meeting:

Moody Insurance

Thursday, November 14, 2013

10:00am - 11:30am

DIRECTORS REPORT - September 2013

Board Meeting - September

- Took Notes
- Created Minutes

Financials

- Worked with Ben Kelly on Financials and AR
- Processed QuickBooks Credit Card Processing
- 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, sent check to National

Colorado Construction Career Days

- Sent Application for activity, arranged onsite attendees and worked one day.

Other

- Sent September Newsletter
- Created new website proposal summary
- Worked on Corporate Sponsor Flyer
- Updated Website