



BOARD MEETING MINUTES

November 14, 2013

Location: Moody Insurance (8055 East Tufts Avenue, Suite 1000, Denver, CO 80237)

Attended: Heather Clark, Dennis Trujillo, Brad Moody, Ben Kelly, Garrett Vap, Pat Hendricks, Travis Vap, Steve Bradford and Brandon Kaplan

Absent: Jason Gordon and Bud Stratton

The meeting was brought to order at 10:08am

1. Travis Vap presented a report from AWCI National. Report attached to the minutes. Travis recommended that we adopt their anti-trust statement. Email Travis if you have any questions or need assistance. He recommended all members join ASTM and SFIA. Also, please send technology information to Travis for the Technology Committee.
2. **Director's Report** (see attached)
 - a. Heather reported to the Board that she will be moving to California on June 1, 2014, her daughter is applying to colleges in CA and all of her family is there as well. Phoenix AMC has offered to extend their contract on a month to month basis until June 1, 2014.
2. **President's Report** (Dennis Trujillo for Jason Gordon)
 - a. AWCI and Steve Etkin stated that they do not agree with judgment but will settle with CISCA on the current contract regarding the INTEX show anyway. The final details of that settlement are being worked out. At the same time, AWCI requested that CISCA reduce their compensation percentage in the contract by 75% for all future INTEX shows. CISCA did not agree to the reduction. On October 30th, Steve Etkin sent a termination letter to CISCA ending the contract. Since the contract requires a 3-year notice the INTEX show will continue for 2014, 2015 and 2016 but will no longer exist in its current format after 2016.
3. **Vice President's Report** (Dennis Trujillo) - No Report
4. **Secretary's Report** (Garrett Vap) - The October Meeting Minutes were approved via email and posted to the site.
5. **Treasurer's Report** - Ben Kelly reviewed the financials with the Board and answered questions. The Board reviewed the Accounts Receivable and assigned members to followup on all outstanding invoices.
6. **Committees**
 - a. **Christmas Project** - Brandon reported that Stranahans is not available so we will research Lakewood Country Club and CB & Potts. We are still looking for families. Heather will promote through eblasts. Heather will send a sponsor call list to the Board with the minutes.
 - a. **Bowling Tournament** - Dennis Trujillo reported that the event made a profit, several of the sponsorships are still to be collected so the final amount will be reported next month.
 - b. **Programs** (Dennis Trujillo) - The networking event will be postponed until next year.
 - c. **Safety/Training** (Brad Moody/Steve Bradford) - No Report
7. **Other**
 - **Website** - The Board approved the contract with Viet Consulting for \$1750 initial setup and mobile app and \$80 per month. Heather will start on the design. Vieth has agreed to charge us in January so it will reflect in the 2014 financials.
 - **Corporate Sponsorship** - Steve Bradford motioned to approved the final Corporate Sponsorship Flyer, Brad Moody seconded, the Board approved. Heather will start promoting the program in December.

- **Nominations** - Steve is finalizing the nominations and will send final to Heather to send to the membership. Jake Forbes will rejoin the Board and Steve will contact Heggem-Lundquist to see if they are interested in sending a representative.
- **ASAC Health and Safety Summit** - November 21 at Marriott Tech Center, 6:30am-5:30pm. Heather will send a schedule for Board members to sign up.

The meeting was adjourned at 11:23 am.

Next Board Meeting:

Moody Insurance
Thursday, December 12, 2013
10:00am - 11:30am

DIRECTORS REPORT - October 2013

Board Meeting - October

- 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
- Resent invoices for all past due accounts

Membership

- Worked on membership plaques

Bowl-A-Rama

- Assisted with registrations, payments and onsite coordination

Other

- Sent Press Release to Media Contacts
- Negotiated website contract
- Set up ASAC Health and Safety Summit
- Worked on Corporate Sponsor Flyer
- Updated Website