

## Minutes of the MOPACA Board/Officers Meeting, 8<sup>th</sup> March 2018

Present: Beverly Stock, Dian Trainer, Patti Jones, Steve Rush, Sharon Heimes and Britt Hasselbring

Steve Rush called the meeting to order at 8:04 p.m.

### **Minutes:**

It was noted that Secretary/Admin Assistant, Stacey Blank would not be present for tonight's meeting. Steve Rush requested someone volunteer to take minutes. Dian Trainer accepted the assignment.

There were no past minutes to accept.

### **Treasurer Report:**

Patti Jones presented her report which all had received by email prior to meeting. It was noted that our Admin Assistant had not been paid for 2018 and for December 2017. It was confirmed that there had not been any hours worked submitted for the months in question. An explanation was given to the new Board members that the process was based on the Admin Assistant presenting billable hours. Steve Rush also expressed that there is still considerable difficulties that Stacey is having with Brian Hanson's management and updates to our website.

It was also reported that there is an outstanding bill of approximately \$1900 from a former CPA. Steve reported that he has tried to research the history and it appears the bills were to have been paid by a former treasurer and that had not happened. Steve will follow-up with the issue by reviewing past minutes. Britt Hasselbring suggested offering a settlement to the CPA. After some discussion Britt mad a motion to offer the CPA \$1000. Patti Jones seconded the motion.

Patti offered some explanation on PayPal balances related to current show expenses. Dian Trainer made a motion, which was seconded by Sharon Heimes.

### **Committee Reports:**

#### 2018 MIAS:

Steve reported that he had a telephone conversation with Debbie Hoerl, Event Coordinator, on March 5. Debbie had stated that at the present there were no issues or concerns. Patti reported that she is aware of a glitch in the registration process that appears to be on the PayPal side. The system showed that PayPal was showing a \$5000 refund was owed to a person who had registered. Patti is helping resolve the problem and not making a refund at this time.

There was discussion regarding the 2019 show. Debbie Hoerl has made her intentions known that she will coordinate the 2019 show and it will be her last year to do so. Attempts were being made to follow-up with Art Reisinger about assuming the role but there has been no further communication from him.

Fiber:  
No report.

Education:  
It was acknowledged that there has been no survey sent out to members to date. That survey is yet to be distributed.

Newsletter:  
Beverly Stock reported that she has a commitment from Faryl Kay to submit an article. Beverly will also be including a summary of the Winter Seminar. Other items that will be covered are the AOA Fiber Event that will be held in Nashville, TN this summer; the upcoming Fiber U event; details on the newest level of Associate member that will allow advertising; and the need for an Event Coordinator for 2020.

### **Old Business:**

Discussion was continued on our website support by Brian Hanson. Steve stated that he had a conversation with Brian on February 27. Brian stated that the design of the website was made by Gwen Wolf. Brian stated that Gwen had not wanted him to shut down the system to work on making changes and that Gwen had insisted that our members were only interested in the basics. Brian stated that he had a good working relationship with Stacey and he was comfortable with providing training. Options were discussed and it was concluded that while Brian seemed satisfied, our Admin Assistant and the members of the Board did not feel Brian was supporting us at the level we are paying. Britt stated that Patti Hasselbring could re-design the website in a short time period using a system that they use personally for their personal website. This would eliminate the need for Brian Hanson and it would be easy to maintain. It would require taking down the site for a short time and it would be up and running in time for MOPACA membership drive. We would need to look into licensing issues for MOPACA.org. A plan was discussed to formally approach Patti Hasselbring at the show to seek her assistance.

The current project on updating the Manual was discussed. Those working on revisions (Steve, Sharon, Patti and Dian) have all submitted their recommendations. Included in the manual is the description of the Event Coordinator Guidelines. The rest of the show committee descriptions should be moved to an Event Coordinator Manual versus being included in the Admin Manual. Sharon had put all recommendations together into a draft. It was suggested that there be a phone call

between that group to finalize the recommendations before presenting the changes to the Board. That will be done sometime after the MIAS show.

Additional discussion the Event Coordinator Guidelines continued. There are concerns about making the position sign a contract with the Board and that it might scare someone away from taking on the position. The intent should be focused on looking for responsibility for actions and working with the Board and Officers. Stressing there be open communications and monthly updates to the Board. Patti is working with Debbie Hoerl on responsibilities of her position and her volunteers.

### **Other Business:**

Further discussion was held on the urgency of finding someone interested in the Event Coordinator position. The 2019 show would be the best option for that person to work with Debbie and be prepared to handle the 2020 show. Another option is to hire a person/business that does serve this function at other shows, as we do not want to see the show be discontinued. It was noted that Debbie Hoerl seems to be doing tasks that according to the AOA manual, fall under the show superintendent. It was also discussed that the volunteers for other show committee positions are important so that the pressure on the Event Coordinator is lessened. Steve re-confirmed that he would be following up with Art.

Scholarships were discussed. It is important that students know that MOPACA intends to continue their support. It was suggested that we gather a list of names of schools/universities that members want to support.

The Board and Officers confirmed that they hope to make our presence known at the show and introduce ourselves to MOPACA members.

The meeting was adjourned at 8:58 p.m.