

TRC BOD Meeting – January 18, 2017

Attendees: Lorie Wood, Kate DeFrancisco, Kristin Peterson, Sara Hanlin, Lori Stillwell, David Stange, Dan White, Brad Brekle, Chris Jones, Morgan Johnson, Keith Michelsen, and Debbie Duncan.

Meeting called to order by Lorie 10:02 am CST.

1. Technology and Communications:

Our website does not appear to be secure in Explorer, Chrome, or other applications. It would cost approximately \$250 annually to achieve this. The board tabled this issued until we can speak with our Admin to determine how best to proceed.

After discussion of two candidates for Admin, with one requiring \$500 monthly and a 90-day termination notice and the other available at \$16 hourly for 10-12 hours per month and no contract, Lorie moved to proceed with the latter and Brad seconded. The motion passed unopposed.

2. Budget

Since we are proceeding with the less expensive Admin alternative, the \$6,000 amount shown in the budget will come in lower, but we may need to use some of that amount for website security. Lorie suggested that we leave this amount as is and she indicated that under this budget our reserve at year end should be \$21,911. As well, the typo on the annual BOD insurance premium of \$3755 will be corrected to \$375. She moved that the budget be approved with these understandings and Dan seconded. The motion passed unopposed. David will send out the revised budget to the BOD. A copy of the budget that was under discussion is attached.

3. Logistics

David reported that he and Jacob have spent a full day identifying potential venues for the Spring meeting and have about 20 to choose from. They will narrow this down to 3 and will go see those. Lorie has floated our dates to other groups in an effort to protect our date. We cannot commit to a date of course until our venue is locked in. The preferred date is Thursday April 5 (rather than Friday April 6). Our prior meetings have been on Thursday. We give 60 days notice before the meeting, so we have a few weeks before announcing. Teresa Summers is on the Logistics Committee. Jacob will be contacting Ray Paley and Tammy Carroll about serving on the Logistics committee as well.

4. Programs

Lori is considering Mary Beth Nitz as a presenter. She is available on our date(s). Lori is also considering breakout tables (5 or 6) with different topics so that attendees can choose 2-3 topics and go to those tables. This has been quite successful at ERC for the corporate roundtable. We need to be sure to allot enough time for this. Kate indicated that the main feedback at ERC was that there were too many topics, so we need to cut back on those. Morgan added that we need a moderator at each table to guide the discussion and monitor the time. Perhaps each table will be sponsored by a sponsor. Lori will coordinate with Brad on this. Lori is also considering a keynote speaker for a presentation on how to deliver exceptional service, whether as a vendor or as corporate. If anyone has ideas on a suitable speaker, please let her know. She mentioned Robert Brezosky of Disney Global Mobility. He is on the BOD for ERC and a great speaker, but may be beyond our budget. Laura Schwindt has joined the Programs committee. Lori is looking for others including Deb Frost as well.

5. Community Outreach

Sara will track down the scholarship application and Lorie will send her information regarding the deadline. Morgan is on the committee and Sara will contact Dottie Driggers, Whitney Cooper, and Rachel Frenette about serving on the Community Outreach committee.

6. Sponsorship

Brad needs a firm program date to begin his efforts.

7. Membership

Keith reported that we are running behind so far on our renewal rate. After some discussion of the increased membership fee from \$195 to \$250, it was determined that several old, inactive invoices were appearing in the system and that no one who should pay \$250 for 2017 membership has paid \$195. We then discussed one new member who joined in late 2016 when the fee was still \$195. Lorie moved to grandfather in these few people so that they did not sign up under one impression, while receiving a higher amount. Keith seconded the motion and it was passed without opposition. Shannon Barnes has expressed interest in being on the Membership committee and Keith/Debbie will contact her. They will also contact Nicole Awalt about joining the committee.

8. Updated BOD Contact Information

The updated contact information has been send to all BOD members and is posted on Wild Apricot.

Next Meeting: 02/08 11 EST/10CST by conference call.

Meeting adjourned 10:58 am CST.