

**MWWC
BOARD MEETING MINUTES
SEPTEMBER 29, 2014**

ROLL CALL AND INTRODUCTIONS

MWWC'S Board of Directors and staff convened at the Capitol Plaza Hotel, in conjunction with the MWWC Annual Technical Program & Vendor Show, on September 29, 2014, at 4:00 p.m. Attendees were as follows: Julie Balmas, Todd Fulton, Ken Hogan, Tony Lamb, Bill Malach, Jeremy Meyer, Kent Peetz, Don White, David Williams, Sandi Miller, Jeanne McCahon, and Teri Brown.

Chairman Tony Lamb welcomed everyone and called the meeting to order.

MINUTES

Jeremy made a motion to approve the April 30, 2014 board meeting minutes. Todd seconded the motion, and it passed.

MEMBERSHIP REPORT

Teri reported total membership at 2,438. The 300+ decrease from last meeting's report is a result of previous members becoming inactive, due to nonpayment of renewal fees. This adjustment takes place once or twice annually.

FINANCIAL REPORT

Teri reviewed the bank account balances for central office and the sections. Third quarter income/expense totals were discussed. As of 9/26/2014, central office has received 70% of the projected income and paid 59% of the projected expenses.

2014 ANNUAL MEETING REPORTS

a. Technical Program

- 1. Moderators & Room Monitors** – Sandi distributed packets that included speaker, moderator, and room monitor needs. After schedules were discussed, board members volunteered to fill these time slots.

b. Awards

- 1. Presenters & Presentation Order** – The recognition and awards packet was distributed and assignments were reviewed.

EXHIBITORS

Teri reported that 36 exhibitors have registered for this year's show, compared to 39 last year. An email, from one of last year's vendors, critiqued the cost, low attendance, and the quality of alcoholic beverages served at the meet and greet. The board discussed ways to enhance the vendor/participant interaction and ways of promoting the vendors.

NOMINATING COMMITTEE

The nominating committee (Kent, Chris, Julie, & Tony) recommended Charles Dellario for the new board member position (Director 3).

REGISTRATION REPORT

Sandi reported 151 individuals have registered for this year's show, compared to 219 last year. The board discussed ideas on how to boost individual registrations. Some of the suggestions were:

- . Buy one, get one free registration
- . Entertainment (band, hypnotist)
- . Better variety of food/alcohol
- . Vendor slideshow presentation
- . Cash drawings – bigger giveaways

Sandi has received suggestions from individuals/cities to reduce the annual conference to a one-day meeting. Sandi also reviewed the idea of holding three regional meetings throughout the year. Additional discussion, regarding this matter, will take place at the next scheduled board meeting.

MEAL COUNTS

Sandi detailed the following meal guarantees: Breakfast 135 for both days, 200 for lunch on Tuesday, and 175 for lunch on Wednesday.

HOTEL ROOM PICK UP

Sandi informed the board that we met the hotel room requirements for both nights.

OLD BUSINESS

- a. **Section Checking Accounts** – Tony reminded the board that sections are responsible for completing and submitting end of year financial reports to central office and that the bylaws state that two signers are required on section banking accounts. Sandi requested that the board members/section reps contact their section's secretary/treasurer and confirm that they are using the MWWC federal tax ID numbers on all financial documents.

- b. **Training Program** – Sandi compared 2013 figures with the current training numbers: In 2013, we held 48 classes, with 811 participants (average of 17 participants per class), and paid 32 instructors. To date, in 2014, we have held 29 classes, with 590 participants (average of 22 participants per class), and paid 4 instructors. We have 3 additional classes on the books for 2014, and approximately 20 more in progress. We have served lunches at 13 classes in 2014. Teri reviewed the training financial standings in 2013 and 2014, to date.

OTHER

Bylaws: Tony made reference to Section 4.1.8 of the MWWC bylaws, which mandates board members be in attendance at board meetings. After some discussion, the board decided to table the matter until the next scheduled board meeting.

Dues: Todd recommended raising the annual membership dues. He discussed the feasibility of membership dues funding MWWC salaries. This would assist in securing the overall financial stability of the conference. Some expressed their concern in raising dues. After much discussion, the board decided to take up this matter at the next scheduled board meeting.

NEXT BOARD MEETING

The next board meeting is scheduled for Thursday, November 6, at 10:00 a.m., at central office.

ADJOURNMENT

Julie made a motion to adjourn the meeting at 5:54 p.m. Don seconded the motion, and it passed.