

TEXINS ASSOCIATION CLUBS
Board of Directors Meeting
May 6, 2004

Present (*) Not Present):

Directors

Carl Skooglund
Kim Smith
Ron Tabor
Alesia Carroll
Christine Marshall
Mike Mignardi

Staff

Marcia Flowers
Pam Blair

Other

Barry Warren (Archery Club)

Agenda Items

Meeting Minutes Approval

The March BOD meeting minutes were approved.

New Board Member

We welcome Christine Marshall to our BOD.

Archery Club Update

Barry provided verbal updates on the Archery Club. They are currently at 40+ members. The main purpose of Barry's visit was to update us on the status of the new barrier – the club needs this new barrier to open up a new portion of the range. When public shoots are conducted at the archery range, regular club members cannot use the range thus the need for a new range. The barrier height will be 16' with telephone pole posts going into the ground at an 8' depth. The depth is due to the fact that concrete will not be used. Their barrier design has been approved by the Texas Field and Archery Association. After the barrier is built, the TFAA will inspect it for final approval. We recommended to Barry that if the club needs "out of cycle" funding for this project to let the board know. Eventually the club will have a covered and lighted shooting area. The first weekend in June, the club will hold a TFAA shoot and expect to attract 100 people.

Golf Club

Chuck Roth of the golf club did not show. We were planning to discuss the check request procedure with him to better understand his situation. According to our bylaws, a club does not have to have both a treasurer and president – a president is all that is needed. However, for check requests, at least 2 people are needed for the authorization process. Mr. Roth typically handles all check requests by himself without any other authorization from another club member.

Actions:

1. Skooglund – arrange for another discussion with Mr. Roth regarding our check procedures.

2. Skooglund – send out a message to all club presidents regarding our check request procedures.
3. BOD – consider a change in our bylaws to reflect the need for both a treasurer and president.

Financial Update

All clubs continue to have a positive balance. On our balance sheet, our Total Liabilities and Equity is \$1.5M . For the month of March, 2004, our income statement shows a net income of -\$26k.

Pam provided an update regarding a message she sent to all club treasurers. All check requests need to be submitted by the “5th business day” of each month. Pam’s update also included how to separate the club’s sales tax into separate accounts.

Action:

1. Skooglund/Tabor – discuss with the BOD a proposal for financial options to generate cash.

Ceridian Late Fee

This is a fee paid to the Texas work force regarding individuals who are on the payroll for the Texins Association of Clubs.

Insurance Coverage

Ron did meet with Tom Henderson of TI. Tom agreed that our truck liability premium is about 2x more than it needs to be and suggested we search for a separate insurance policy on the truck.

Actions:

1. Tabor/Skooglund – meet with Tom again to discuss the following:
 - a. Whether we need all of the coverage we currently have.
 - b. What happens if we decide to raise the deductible?
 - c. Should we consider an insurance broker to help us out?

Proposal for Out-of-Town Check Request Procedure

Pam provided a proposal which was approved by the board. This procedure would work very well for clubs in Sherman and Tucson.

Board Member Nominees

Carl contacted Umesh who indicated that he is not interested. Alesia has contacted Ingrid Jenkins who is interested in becoming a BOD member.

Ron also recommended that we discuss a change in the board officers at our next meeting.

Action:

1. Carroll – provide a biography on Ingrid at our next BOD meeting.

2. BOD – each to provide a paragraph on your specific roles and responsibilities.
3. Skooglund – further discussion on officer changes.

New Brochure

Our new brochure is in print and is already outdated – we need to add Christine to our BOD list. For future brochure publications, we need to ask that each club provide a generic contact rather than someone's specific e-mail or phone number. This will allow for fewer changes on future brochures as club officers change so frequently.

Action:

1. Cooper – add Christine to the next brochure publication.

Marketing for the Clubs

As a former club president, Christine indicated that she was under the impression that the BOD would help pay for advertising costs for each club. Kim explained to Christine that the BOD will show the clubs the available resources for this but will not pay for the services.

Action:

1. Smith – at our annual meeting, explain to the clubs what we provide in the advertising area.

Club Annual Meeting

Actions:

1. Blair – provide a list of dates for a meeting in either June or July.

Old Business

Audit Update

Pam is working the contacts on this.

Tuscon Band Club Request

No new updates

The meeting started at 11:30am and ended at 12:50pm. Our next board meeting will be on June 3rd.

Regards,
Mike Mignardi
Texins Association Clubs Board of Directors Secretary