

TEXINS ASSOCIATION
Board of Directors Meeting
July 19, 2001

Directors Present (* Not Present):

Carl Skooglund
Kim Smith
Ron Tabor
Alesia Carroll
Jeff Asmus (*)
Mike Mignardi

Staff:

Vazir Nazarali

Other

Janet Solomon
Chris Hull
Marcie (HFC employee)
Nicole (intern)

Old Business

Expressway Activity Center Playground Plans

Chris Hull presented his plans on the Texins Activity Center's playground. The original scope of the project was estimated at \$20k. Today, the final cost is going to be \$39,709.71. Chris needs to consider some type of shade for the playground area. Chris is looking for a number of funding possibilities. Funds can come from the Texins Activity Center, the Texins Association Clubs and TI. We agreed to visit the funding of this by the Texins Association Clubs at our next meeting.

Action:

1. (BOD) Decision on amount of funding. Decision is needed for 4Q of this year.

New Board Member Candidates

We now welcome both Alesia Carroll and Jeff Asmus to our board. Ezra Pennermon has declined to become a board member.

Actions:

1. (BOD) Ask Jeff if he has ideas on a BOD member based on his past experience.

Financial Audit

The audit is complete except for the item regarding the Software for the Payroll System. The cost to develop this software in 1995 was \$192k. With the transfer of this software to the Texins Activity Center, the auditor indicates that someone owes the Texins Association Clubs money. Janet Solomon is to check on this and reply to the board regarding the payment of this software. The Texins Activity Center has a new payroll system in place and is phasing out this other system. The auditors also highlighted the sales of all assets to the Texins Activity Center. Apparently, there were assets totaling \$19k in 1/1/99. Some payments were made in 7/00 and 1/01 leaving a balance of \$11.4k. At the time, Kathy Charlton, Sue Nelson and Liss Ross were involved with this. Janet is to check with Terry Fox on this issue.

Actions:

1. (Janet) Payroll Software
2. (Janet) Remainder of assets

Incentives for Texins Association Clubs Memberships

In the past, there were master memberships that provided incentives to club members regarding dues and memberships to more than one club. Input from our club social indicated that our clubs would like to visit some type of club membership incentive. Today, all TI new-hires receive a 1-week free membership to the Texins Activity Center. There are a number of things we can do to provide some type of incentive. This can involve free Texins Activity Center memberships, discounts at the Frulatti bar, etc. Once decided, we need to communicate these incentives to the clubs.

Action:

1. (Chris/Carl) Discuss a number of potential incentives for club memberships.

Procedure for allocating insurance among the clubs and the benefits provided

Vazir provided the specific dollar amounts that each club pays for liability insurance. Overall, the fees are based on scheduled property, general liability, auto, boat, commercial fire, etc. The club's membership population, at the beginning of the year, determines their amount for general liability. The majority of clubs only pay for general liability. The insurance premium for each year is due at the beginning of the year. The insurance co. provides the premium amount. The Texins Association Clubs provides the administrative services free of charge to the clubs. It was noted that it appeared the TI Alumni club had lower premiums based on their population. Vazir indicated that new clubs that join during the year are automatically covered. We need to double check on the clubs population and provide input to the clubs on how this is handled as well as the benefits and needs for insurance.

Actions:

1. (Carl/Vazir) Communication regarding insurance premiums and benefits

2. (Vazir) Recheck on clubs' population and premium payments.

Club Social

Overall, the club social was viewed positively by the club members. Some comments about the event involved the Spring Creek location (too difficult to get to with traffic) and how some of us could be board members and not know all of the clubs.

Our bylaws require us to hold an annual meeting with all clubs at the end of each quarter. We need to discuss the frequency of our meetings. We could just have a quarterly meeting with the club presidents and an annual meeting with all club members.

Action:

1. (Carl) Location and time for next club social.
2. (Carl) Discussion of club meetings – with club presidents and all members.

501-c-7 Membership Eligibility and Bylaw Modifications

There are no further updates from the lawyers. Overall, Carl is having a poor response from the law firm.

Regarding a clubs dissolution, the law firm recommends that we do not include this within our bylaws. Instead, we should update our policy statement to include how clubs are formed and dissolved.

To date, there is nothing in our bylaws on how a board member is found. In the past, TI would vote. The bylaws indicate that all board members have a 2 year term. With regards to our search for new board members, we did make input into TI for board member candidates. The process we currently have is not well documented. We agreed that once we become a fully populated board that we would address our procedure for board membership and terms of office.

Actions:

1. (Vazir) To draft up a proposal to our policy statements on club formation and dissolution.
2. (Carl/Vazir) Review all of our policies and consider a purging and/or consolidation of many of them.
3. (Carl) Board membership and term of office.

Approval of Sale of Camera Club Items

Vazir did communicate to the Camera Club our decision to not recognize the non-member bid and all member bids which do not meet the minimum requirement.

Miscellaneous Actions:

1. (Vazir) Provide Kim with a complete list of all clubs. – Complete

2. (Carl/Janet) Resolve the conflict in pool scheduling and address the behavior of the Dive Club President. - Complete

New Business

Board Meetings

We need to publish the schedule of when our board meets. A suggestion was to place our list of meeting schedules and meeting minutes on the web.

Action:

1. (Kim/Mike) Meet with Nancy regarding the publication of our meetings on the web.

Assistant Treasurer

We elected Alesia to be the Assistant Treasurer.

Office Issues

Due to financial constraints, Vazir's request to remove an office partition will be delayed.

Motorcycle Club

This club has officially dissolved.

This meeting started at 11:04am and adjourned at 12:45pm. Our next board meeting is scheduled for September 6th.

Regards,
Mike Mignardi