



HET CLUB BOARD OF DIRECTORS CONFERENCE CALL
Thursday, March 24, 2016
5:00PM PST, 6:00PM MST, 7:00 PM CST, 8:00PM EST

866-906-9888, code: 3503061

I. Call to Order 7:00 CST Aaron Cooper

II. Roll Call Carmen LaFlamme

Big Country Region: John Forkner (SD); Bill Lentz; Chuck Bogaard; Alt: Ed Wright
Western Region: ~~Matt Royer~~ (SD); Charlie Nau; Tom Haney; Alt: Joe Polo (Sub for Matt Royer)
Central Region: Cheryl Holz (S.D), Tim Lloyd, Cynda Renner; Alt: Paul Meyer
Eastern Region: Richard Low (SD); Gary Lynch; John Upchurch; Alt: ~~Joe Stinnett~~
Officers: Aaron Cooper, ~~John Pontius~~, Dave Tuttle, Carmen LaFlamme
Legal Counsel: Sue Kennedy

III. Approve minutes of BOD Meeting, August 12, 2015 Aaron Cooper

- Aaron Cooper called for vote of approval. Vote passed

IV. Opening Remarks Aaron Cooper

- On Forum there is a new category for BOD.
- Access: Directors/Alternates/Officers/WTN Editor/Club Store/Membership Chair
- Category for motions/discussions/meetings. On-line way to socialize ideas with the BOD
- Place to create motions and get input from the BOD for open discussion.
- Will be in place for June meeting.
- Email available.
- Aaron will post agendas.
- Will help to make BOD meetings more efficient.

V. Expand reach of the Doc & Thelma Daugherty Award Discussion Bill Lentz

Reasoning:

- Frequently, only one or two names are brought forward for consideration and those are increasingly for persons who have made significant contributions to their chapter or are highly respected in their region.
- The board is often put in the untenable position of providing the award to the only person nominated.

- The board is required to judge the worthiness of individuals nominated.

Recommendation:

- Consider transitioning the award to represent what it has become and in so doing recognize a broader section of members who contribute to the welfare of the club through their chapter and regional activities.

Mechanism:

- Directors would request nominations from their regions for the award.
- Directors of each region would consider the recommendations made and designate which members are to be recognized for receiving the award at the annual meeting.
- The cost of providing the award would be the responsibility of the chapter or region.
- Reporting results to the WTN would be the responsibility of the Senior Director from each region.

Additional Comments:

- Aaron will put it on the forum for further discussion.
- Make the award less complex.
- Expression of no change is necessary due to the 35 year tradition established by the Daughertys’.
- Submitting a form with information about the person being nominated would be helpful several months before the BOD meeting rather than last minute decisions being made.
- Origin of this idea was to look at recognizing people at the Chapter level.

VI. National Meet Planning Committee Discussion:

Bill Lentz

Reasoning:

- A conceptual draft concerning this matter was circulated by President, Aaron Cooper a few months ago and deserves further consideration. Chapters are experiencing significant difficulty finding a locale where a National Meet can be held. Changing demographics of our membership will cause this to be an ever increasing problem. Chapters that decline to host do so for a number of reasons including, financial risk, lack of or uncertainty about leadership, too few workers, concern about negotiating with hotels, finding suitable sites, etc.

Recommendation:

- Create an operational system that would result in much closer collaboration between the club and chapters in hosting National Meets when necessary.

Mechanism:

- The club should be prepared to provide the following resources:
 - Assist with site selection
 - Manage contract negotiations with the hotel (room nights to reserve, catering
 - Provide the chapter with a list of volunteers having specific skills and
 - needs, expense control) experience who are willing assist during the meet.

Additional Comments

- Aaron will try to get the committee together at the International meet to start discussing this concept. Possible recommendations will be presented to the BOD for a motion.

VII. Membership Chairperson added to Bank Accounts

John Forkner

John Forkner Motion: Membership Chairperson added to Bank Accounts ¹
Richard Low Seconded Motion Passed

Discussion: The membership chair needs to have access to the membership banking account in order to receive and deposit checks electronically. Additionally, the membership chair needs to have access due to the tie-in to the PayPal account.

Additional Comments

Aaron Cooper

- Currently the Membership Chair is not on the account.
- Instead of actually physically depositing checks the app on an iPad which will photograph the front and back of check and instantly deposit it.
- At National Meet checks will not be taken. Pictures will be taken of checks, deposit funds and membership form. Credit cards will be taken through PayPal. The only issue will be cash.
- In order to complete these functions the Membership Chair must be on the account.

VIII. Make the following three changes in the Policy Manual

Tim Lloyd

Tim Lloyd Motion: Make the following three changes in the Policy Manual
Richard Low Seconded Motion Passed

Discussion:

1. Change 4.6.16 which now reads as follows:

Chapter Newsletters should be sent to the Club President, Club Secretary and appropriate Regional Directors as required by the Club Board of Directors.

To read: Chapter Newsletters should be sent to the Club Secretary, electronically if possible and the Club Secretary shall distribute the Chapter Newsletters to all Chapter Editors, Club Officers, Directors and Alternate Directors.²

2. Change Article 9.6.2.4 which now reads as follows:

Electronic Retention. Documents may be retained electronically; however, any document to be retained permanently should be retained by a paper copy properly organized.

To read: Electronic Retention. Documents may be retained electronically; however, Organizational Documents and Board of Director minutes should be retained by a paper copy properly organized.³

3. Change 9.6.2.3 j which now reads as follows:

Chapter Newsletters. Chapter Newsletters are kept by the Club Secretary for five (5) years and then transferred to the Club Library for archiving.

To read: Chapter Newsletters. Chapter Newsletters are kept by the Club Secretary (electronically or hard copies 1/16) for five (5) years and then transfer any paper and electronic copies to the Club Library for archiving.⁴

¹ Add to P&P Manual: 8 Financial 8.27: Membership Chairperson added to Bank Accounts..... Page 13

² Make change in P&P Manual: 4 Chapters and Regions 4.6.16: Club Secretary shall distribute the Chapt. Page 7

³ Make change to P&P Manual: 9 Legal: 9.6.2.4 Organization Documents and Board of Directors minutes.....Page 21

⁴ Make change to P&P Manual: 9 Legal: 9.6.2.3j electronically or hard copies; any paper copies.....Page 20

IX. Board of Directors Meetings

Cheri Holz

Discussion:

1. Send out or publish on the website an agenda of the upcoming conference call so that members can have input on the topics to be discussed.
 - Under Club business announcements and events, agendas and minutes can be posted.
 - Aaron will post the agenda/minutes and close the topic.
 - Members who want to have input can contact their Director.
2. Publish on the website and/or in the WTN the minutes of the call
 - Agendas and minutes will be posted on the members’ only forum and locked for members to see.
 - We don’t want to get into discussions about the agenda on the forum.
3. In the WTN and on the website next to each Director's picture put his or her term dates and if it is a first or second term
 - Club Secretary will compile a list of Director Terms and expiration dates.
4. Send Chapter presidents the name and contact info for new National HET members so they can contact them and invite them to come to local meets and join the local chapter.
 - Sam will get automatic reports of new members. The list will be published in the WTN.

X. Status of QuickBooks online (Treasurer)

Dave Tuttle

- We are on-line and everything is up now
- The Club is doing well financially; ahead of last year by \$10,000.
- Dave attended a seminar early March on QuickBooks.
- 85% of all QuickBooks efforts is on-line.
- Changeover will be easier because everything is all created.
- Wells Fargo automatically downloads to QuickBooks.
- PayPal is automated so income is coming in every day.

XI. Agenda items for end of May/early June Meeting

Aaron Cooper

Volunteer reports

Status of National Meet Proposals for Big Country

- Several Chapters are putting together proposals.

Treasurer’ Report

- Will be presented in the June meeting.

Web Master will need to have a Credit Card.

Roster update.

XII. Request for Motion to Adjourn

8:10 P.M. CST

Aaron Cooper

Gary Lynch

Motion to Adjourn

Cheri Holz

Seconded

Motion Passed

*Respectfully Submitted
Carmen LaFlamme
Secretary, H.E.T. Club, Inc.*