

Board Meeting Minutes for PSIA-NRM

Date: August 23, 2017
Where: Uber Conference Call
Present: Stu Hoyt: President
Dick Fast: Secretary
Craig Beam: Board Member
Matt Ruuhela: Board Member
Chris Kronebusch: Board Member
Karl Svensson: Board Member
Eliza Kuntz: National Board Rep
Jill Chumbley: Professional Development Coordinator
Herb Davis: Executive Director
Rita Brown: Business Manager

Not Present: Jim Mikulich: Board Member

Quorum was present with six members consisting of Stu Hoyt, Dick Fast, Karl Svensson, Chris Kronebusch, Matt Ruuhela and Craig Beam.

Meeting was called to order at 7:08pm.

Old Business:

Minutes: Minutes from May 20, 2017 meeting were reviewed. Dick moved to approve minutes as written and Karl seconded. Unanimous voice vote.

Financials: Rita presented the financials from July, 2017. She presented a comparison from the previous year to current year. Higher income from previous year due to some timing differences. Expenses were at 49% compared to budget but mostly due to salary expense being lower than budgeted. The anticipation is that the paid salaries will be higher in the busier season so she cautioned not to anticipate that they will be this low for the entire year compared to budget. The balance sheet is still reflecting some accounts receivable due from last year and the Accumulated Net assets were lower due to the loss incurred in the previous fiscal year.

Karl approved the financials as presented with Dick seconding the motion. Unanimous voice vote.

Governance Update: Herb presented an update on the Governance Committee activity. The Committee reviewed several bylaw templates and decided they liked the bylaws from Rocky Mountain division. They will be utilizing this as a template. Herb is adapting the template to suit our needs. His new set of Bylaws will be reviewed on August 30, 2017 with the Committee and will present to the Board for discussion and approval once the Committee has approved.

Fall Fest Update: Herb has spent some time researching different options. Sponsors and Big Sky are getting on board to reduce our expenses while still maintaining the benefits sought by members from the event. Tom Marshall is working with staffing issues to reduce costs. Dick warned about the number of comp rooms and to keep them at a minimum. The event is scheduled for December 8, 9, and 10th with some education events scheduled for the two days before.

Education Foundation: Rita presented the profit and loss and balance sheet for the Education Foundation. Net assets were approximately \$37,000. Herb and Rita want to establish better guidelines for the coming year to ensure that funds are carefully managed and accounted for in a very transparent manner to avoid fiduciary issues for the Board and staff. The goal is to ensure everyone that the Foundation funds are utilized in accordance with the donors' requests. Dick suggested that thank you letters be written which expresses our gratitude and lists how the funds were utilized.

MSAA Fall Meeting: Herb wanted to let everyone know that the meeting will be held on September 14, 2017 and that Stu and he will be attending. He would like to help obtain some sponsorship money for MSAA.

PSIA-AASI Fall Conference: Herb stated that this conference will be held on November 1 – 4, 2017 in Denver. The National office is offering \$350 per person to cover meals, lodging, and lift tickets up to eight people from each division. Each division will be responsible for the travel costs. Herb will let the discipline chairs know as each have a travel allowance built into each of their budgets.

Membership Renewals: Rita trained with the National office in Denver for CRM on August 21st. She has learned how to run some reports to view who has paid and who has not. She will present a report with some statistics next month.

Alaska Division Update: Alaska Division has been struggling with their membership so they finally voted to join the North West Division. This should be taking place in the next month.

Next Meeting Schedule:

Next meeting will be September 30, 2017 for the fall meeting. We will look into holding meeting possibly at the Travel Lodge in Livingston.

Motion to adjourn the meeting was made by Dick and seconded by Craig. With a unanimous decision, the meeting was adjourned at 7:52pm.