



ACTIVE 20-30 CLUB OF U.S. & Canada

I. CALL TO ORDER: National President Lovell: Carson Valley #85 called the meeting to order at 6:02PM (PST), on February 12, 2018

II. INTRODUCTIONS/ESTABLISH QUORUM: National President Lovell: Carson Valley #85, A quorum was established.

2017-2018 National Board of Directors & Officers

Tommy Lovell: National President, Carson Valley #85,
Jeff Okrepkie: National President-Elect, Santa Rosa #50,
National Director Region 1, Natalia Navas: New York City #1044,
National Director Region 2, Robert Steck: Eugene #920,
National Director Region 3, Ashley Corbett: Valley of the Sun #1028,
National Director Region 4, Chris Forsyth: Carson Valley #85, - not yet
National Director Region 5, Lisa Wunderlich, Napa #57,
National Treasurer, Andrew MacDonald: Sacramento #1,
International Relations Officer, Andrew Bain: Santa Rosa #50,
Immediate Past President, Monica Uriarte: Petaluma #30,
National Secretary, Abbey Kronenberg: Valley of the Sun #1028,
Interim Executive Director, Dale Fenton

National Board Members Absent:

National Director Region 3, Ashley Corbett: Valley of the Sun #1028,
National Secretary, Abbey Kronenberg: Valley of the Sun #1028,
National Director Region 5, Lisa Wunderlich, Napa #57,

Committee Chairs Present:

PR/Communications: Hilary Grider, (Greater Sacramento #1032), Chair
Budget/Finance: Andrew MacDonald (Sacramento #1), Chair,
History: Michele Spilman (Greater Sacramento #1032), Chair
Technology: Wayne Ingraham (Santa Rosa #50), Chair
National Convention Chair: Wendy Cockrell (Greater Sacramento #1032), Chair
Past Active Liaison: Monica Uriarte, (Petaluma #30) Chair
Fundraising: Monica Uriarte, (Petaluma #30) Chair
Strategic Planning: Monica Uriarte, (Petaluma #30) Chair
Laws and Regulations: Monica Uriarte, (Petaluma #30) Chair

Committee Chairs Absent:

Midterm Convention: Brent Newby (Bakersfield) Chair,
Membership Growth and Retention: Jordan Goldstein, (Greater Sacramento #1032), Chair
New Charters: Samantha Mineo (Sebastopol #63), Chair
National Project: Samantha Mineo (Sebastopol #63), Chair
Awards: Lacie Ladner Clementi (Gold Rush #1034), Chair

Other Members Present: Geoffrey Cheung, (Healdsburg #205), Taylor Miller (Phoenix #99), Matt Larrabure (Petaluma #30), Kass Daft (Healdsburg #205), Tina Orrill (Sierra Nevada #730), Jeneba Lehai (Greater Folsom #77)

III. APPOINTMENT OF PARLIAMENTARIAN: National President Lovell: Carson Valley #85,

1. Monica Uriarte (Petaluma #30) was appointed as parliamentarian.

IV. ADJUSTMENTS/APPROVAL OF AGENDA: National President Lovell: Carson Valley #85

1. Under new business, the closing of the Q club and a new national phone number
2. Also, be sure to edit the board list to say 2017-2018 for future agendas

It was **MOVED** by **Immediate Past President Monica Uriarte, SECONDED President Elect Jeff Okrepkie AND AGREED BY THE BOARD**, to approve the agenda with adjustments noted above. The motion passes unanimously.

V. MINUTES OF PREVIOUS MEETINGS: National Secretary, Abbey Kronenberg Valley of the Sun #1028

1. Please adjust the date to reflect the correct date of January 8th, 2018 on the minutes

It was **MOVED** by **President Elect Jeff Okrepkie, SECONDED by Immediate Past President Monica Uriarte, AND AGREED BY THE BOARD**, to approve the minutes from the January Board meeting with the noted correction. The motion passes by majority with one abstention.

VI. PRESIDENT REPORT: National President Lovell: Carson Valley #85,

1. President Lovell reported that he went to Millie's service in Sacramento
2. Received all of the items from the storage and now have all communications transferred over from the Center
3. Will be looking at the budget to see about reallocation of the budget numbers in terms of the committee and national director travel
 - A. Due to limited number of people on the call, we will probably revisit this at midterm and adjustments to the national budget

VII. PRESIDENT ELECT REPORT: Jeff Okrepkie: National President-Elect, Santa Rosa #50,

1. President Elect Okrepkie reported that he will be traveling to Scottsdale for Brokers for Kids in April. Also will be heading to Napa for their cornhole event and perhaps going to Denver for their barn party in May.
2. Inquired about the status of ordering a new region 5 and president elect banners and now that we have the budget we can move forward with this

VIII. IPP REPORT: Monica Uriarte: Immediate Past President, Petaluma #30,

1. Immediate Past President Uriarte reported that she will do all of her reports in one. She has been working Wendy Cockrell on a lot of things behind the scenes
2. She has been working on bylaw revisions suggestions and hoping to have a proposal for midterm or atleast something for the board to discuss since we will hopefully be voting on a new national office provider later tonight
3. Trying to get some fiscal policies and procedures in place
4. Making sure that the foundation is squared away and found that Rob was still on one of the accounts
5. Also been working with Dale on the strategic plan and make some modification if we need to stay on track as we head into Jeff's term
6. Will not be in attendance at midterm but can make arrangements to skype in to

IX. TREASURERS REPORT: Andrew MacDonald, National Treasurer, Sacramento #1

1. 2016 – 17 Year End Financials
 - A. Wendy has been very helpful and has spent the last month cleaning up the books
 - B. The Center has dropped the ball on the financials and stopped putting things in the correct place when we notified them that we would be terminating their contract

- C. Wendy has gone through line item by line item in moolah, memberclicks, QuickBooks and the bank register too to help with getting the financials in order since The Center made a mess of the current situation
- D. We have a positive balance of \$6853 at the end of the term
- E. We have a positive balance from Monica's term and haven't had to dip into the reserves due to unused travel budget
- F. It was explained that the reason for the surplus this year was due to the way national convention happened to fall and that is now apart of Tommy's term since it was in a different fiscal year
 - 1. The hotel costs for convention fell into Tommy's term
- G. The surplus should stay into the operating budget and not be moved into the reserves

It was **MOVED** by **Immediate Past President Monica Uriarte**, **SECONDED** by **Region 2 Director Robert Steck** and **agreed upon by the board** to approve the 2016-2017 year-end financials for the operating account as they are presented. The motion passes unanimously.

- 2. Current Financials 2017-2018
 - A. The financials for travel budget in officers' line items show numbers from last years national conventions hotel
 - B. We are expecting \$3900 still due in the cash flow
 - C. There is money to continue what we want to do with the surplus from last year's budget
 - D. Question regarding line item 5202, board expenses which includes the president's necklace, flowers for Millie's service, award plaques for last year's board and this year's board name badges. We will also need to purchase replacement banners for President Elect and Region 5 banner

It was **MOVED** by **Immediate Past President Monica Uriarte**, **SECONDED** by **Region 2 Director Robert Steck** and **agreed upon by the board** to approve the January 2018 financials as presented by the National Treasurer. The motion passes unanimously.

- 3. International Convention 2017
 - A. We are working to get convention cleaned up
- 4. Final note from Andrew that he is tying up things before retiring from the position and thanked the board. Let the board know and callers know if there is anyone looking to be treasurer to let him know

It was brought up that we have a surplus on our books and whether or not we need to place them somewhere or make a motion immediately as to where it needs to be placed. Wendy Cockrell, interim bookkeeper brought up that we do not have to do anything immediately but we need to do something eventually and figure out where to put our surplus after we look where our budget most needs it. Wendy is putting together a report as to where we should look into moving the money. Also, due to the lack of board members on the call, we should wait on making a motion on this.

X. NATIONAL OFFICE: Dale Fenton, interim Executive Director

- 1. We are all caught up on all the new member packets now that we have gotten all the boxes from The Center.
- 2. Madera and Roseville have both paid their dues but the registered letter to the Glendale club was returned to us.

3. Now that we have all of the boxes from The Center, we will be going to look for all of the current insurance information and the rosters from the clubs to make sure we have updated information uploaded to our site
4. Sent out notice to all of the Presidents by January 31st the notice for bylaw amendments, intent to run for national office at national convention
5. Received an application for a Past Active Life membership from Greater Sacramento #1032 for Lawana Welch.

It was **MOVED** by **Immediate Past President Monica Uriarte**, **SECONDED** by **Region 2 Director Robert Steck** and **agreed upon by the board** to approve the Past Active Life membership for Lawana Welch. The motion passes unanimously.

XI. OLD BUSINESS

1. ED/Office Situation W. Cockrell
 - A. It was asked for Dale Fenton to drop off the call as the National Office situation pertains to her. It was confirmed that she was not on the call and would be informed when she could come back on the call.
 - B. Wendy also sent some phone numbers to Hilary to make sure that they were not on the call as we had some members apply for some positions and we did want to make sure they were not on the call when we were discussing this situation
 - C. RFP committee had a conference call last night to discuss the candidate
 - D. Have interview two candidates and two national office providers as well as a national bookkeeper
 - E. Did not want to email without the scores over to the board to put it in writing as we did have some past active members who interviewed and did not want the emails to possibly leak
 1. The email included details about the interviews but wanted to keep the integrity of the organization and not include names of those interviewing
 - F. After the interviews, McDonald Association Management Company scored the highest and received a total of 1250 (average score of 179), and the second place candidate was an executive director and finished 685 points lower than McDonald. The next was the other national office provider and then the final executive director candidate
 - G. The reason we wanted to discuss this tonight was that McDonald is a one stop shop as they have an Executive Director lined up, they have a bookkeeper in house.
 - H. This is different from Sterling and the Center as they didn't have people in house and McDonald has people in house.
 - I. Wendy has sent the dropbox link for everyone to see all the proposals and recordings of all of the interviews too
 - J. The interview committee had the scorecards and had to submit their scores before the next interview. Most sent them within 10-15 minutes of the interview compared to the last time we interviewed for a new national office provider, we have the panel hop on a call to discuss the candidates which could lead to a sway or bias in the votes.
 - K. It was questioned if if we this candidate was really just twice as good as all the other candidates or if we just got really bad candidates
 - L. We had nine people interview and Wendy was not a part of the interview scoring
 - M. The candidate that is being recommended has all of the things we are looking into including the roots of 20-30, understanding of Robert's rules of order and hit everything
 - N. We had a diverse group of people scoring and made the process fair

- O. The key components that differentiated the top two candidates was the budget as the top ED candidate wanted the whole budget without a bookkeeper and we would have to pay someone to do the books.
- P. Several committee members were on the call and spoke about the candidates and explained their views that some felt they were all qualified while others felt that some were not qualified.
- Q. The scoring matrix was board and handled a variety of topics including their knowledge of 20-30, experience with memberclicks, transition plan, etc
- R. Dale Fenton is being included in McDonald's proposal to stay on as the Executive Director
- S. Dale and Jennifer McDonald (owner of McDonald Association Management Company) were the chartering members of Greater Sacramento #1032
- T. It was discussed with Dale at the beginning of her taking the interim position that it was interim and that there was no guarantee that we would be automatically using McDonald as our national office provider.
 - 1. It was made clear to the board and others that we might go with other providers or executive director candidates in the beginning of the RFP process.
- U. It was questioned about reviewing the references of the proposed candidate before moving forward with the motion so that we can verify them

It was **MOVED** by Immediate Past President Monica Uriarte, **SECONDED** by National President Elect Jeff Okrepkie, **AND AGREED BY THE BOARD**, to approve the National RFP committee's recommendation to offer a contract option to McDonald Association Management Company to be our National Office Provider. The motion passes unanimously.

- Thank you to all the committee members for all of their help on this and to make sure that we get the best candidate

2. Membership Dues

T. Lovell

- A. We had 5 clubs that hadn't paid as of last month – DC, The Q, Madera, Glendale and Roseville
- B. Madera and Roseville have paid dues
- C. Still waiting on DC and Glendale
 - 1. Been in discussion with DC about paying
 - 2. Talked with someone from Glendale but is past active about a month ago so we need to talk to someone else and follow up
- D. The Q has intentions of folding and closing their charter
- E. Natalia said that she spoke with DC said that they would be paying their dues
- F. We will be having a hearing a midterm with the clubs who are delinquent
- G. Glendale is the only club who is an issue and we haven't had contact with them

XII. NEW BUSINESS

- 1. Clubs w/ Membership Growth & Retention Issues Region Directors
 - A. Any clubs that the Regional Directors see in their region that are struggling and the National President will work on following up with them on
 - B. Region 4 – talked with Ryan West as there is a new board, and talk to Sierra Nevada as well. Auburn has a group president situation – Heather and Danny help with this.
 - C. Region 2 – Seattle is a club struggling but hasn't gotten feedback from the president only one of their members. Going to be in Seattle and hope to meet

- with the president. Portland – has been playing phone tag but is aware of what's going on through a member. Roseville plans on being at the region 2 meeting.
- D. Region 1 – the DC clubs is struggling and doesn't know if they are applying for the grant. Brentwood is doing well and Topeka just changed their board but isn't engaging as much as before. Fort Wayne is applying for the grant and NYC is going to apply for the grant too.
 1. Will not be at the midterm convention as she will be out of the country but doesn't think anyone will be there from her region
 2. New National Phone Number
 - A. We haven't had a national phone in awhile
 - B. We should wait on putting a phone number until we have a new national office provider
 - C. We should get a google voice number and then forward the number to whomever we have in place and it goes with us
 - D. We just need to have steps in place so people know how to access this
 - E. It was said that we should just wait on this for
 3. Folding of The Q Club
 - A. We were emailed two weeks ago from Ashley Corbett, Region 3 Director that the Q club wants to fold
 - B. Sent over information on the process on what they need to do so look for an email on this

XIII. COMMITTEES

1. Public Relations – H. Grider
 - A. Have all of the scores in for the grant in and have a lot of clubs requesting money.
 - B. Would like to use some of the extra money that we might have in our budget to grant more clubs more money than the original amount allocated
 - C. The board will be doing this by email this week to discuss this budget since we just got the numbers
 - D. Continuing to grow on social media by following colleges, hot spots and getting new leads from there
 - E. When she gets new leads from places where we don't have clubs, she does email them over to Samantha Mineo with their information
2. History – M. Spilman
 - A. The storage boxes that have arrived, she will work with Dale to get them organized and get a document put together as what is in there and get them into the storage unit
3. Technology – W. Ingraham
 - A. No report other than some website has been updated and updating some code
 - B. Previous board minutes are on there and getting the bylaws on as well
4. International Relations Officer – A. Bain
 - A. The main thing is preparation for international convention in Chitre Panama in July and has been working with Geoffrey too. There is an English website too
 - B. Copa airlines is offering a 15% discount to us and it is available until April
 - C. They are sending a delegation of people to Bakerfield as well
5. Convention 2018 – W.Cockrell/M. Davis
 - A. The VPs of #1032 are reviewing the website to approve so it can go live
 - B. If anyone wants to host a blue room, let them know
6. Laws & Regulations – M. Uriarte (no report, reported earlier in the meeting)
7. Strategic Planning – M. Uriarte (no report, reported earlier in the meeting)
8. Past Active Liaison – M. Uriarte (no report, reported earlier in the meeting)

9. Fundraising - M. Uriarte (no report, reported earlier in the meeting)
10. Membership Growth & Retention – J. Goldstein (not present, no report)
11. New Clubs Charter Chair – S. Mineo (not present, no report)
12. National Project – S. Mineo (not present, no report)
13. Awards Chair – L. Clementi (not present, no report)
14. Midterm Convention – B. Newby (not present, no report)

XIV.REGIONAL DIRECTORS

Region 1: Natalia Navas: National Director Region 1, New York City #1044,

Region 1 Director Natalia Navas reported that it was a good month after the region meeting. Asked about the midterm meeting report format if it should be a presentation or what and it depends on the setup at midterm.

Region 2: Robert Steck: National Director Region 2, Eugene #920,

Region 2 Director Robert Steck reported that he got positive feedback that Region 2 meeting is coinciding with Margarita mix-off. Tommy will also be attending. Will try to make sure to visit

Region 3: Ashley Corbett: National Director Region 3, Valley of the Sun #1028,

Region 3 Director Ashley Corbett – not present so no report

Region 4: Chris Forsyth: National Director Region 4, Carson Valley #85,

Region 4 Director Chris Forsyth reported that he is shooting for April for the region 4 meeting and looking at hosting it in Folsom. Trying to get a date for the Madera golf tournament so there aren't any conflicts.

Region 5: Lisa Wunderlich: National Director Region 5, Napa #57,

Region 5 Director Lisa Wunderlich – not present so no report

XV.NATIONAL FOUNDATION

M. Uriarte

1. Updated Financials – no report as Monica reported earlier in the meeting

XVI. ADJOURNMENT

T.Lovell

It was **MOVED** by National President Elect Jeff Okrepkie, **SECONDED** by Region 4 Director Chris Forsyth **AND AGREED BY THE BOARD**, to adjourn. The motion passes unanimously.
The meeting was adjourned at 7:58PM (PST).

Next National Board Meeting on March 12th by conference call.