

ARDLA Board Meeting

Minutes for
August 14, 2009, 2:00 p.m.
via teleconference

Members Present: Carmen Borne, Bob Donaldson, Max Kolstad, Tonya McKinney, Chris Robbins, Cathi Swan, Valerie Wilson

Members Absent: Karen Liebhaber, Teresa Roebuck, Kristy Carter, Belinda Kittrell

The ARDLA Board Meeting was called to order by Valerie Wilson. Valerie gave an overview of activities related to the conference that took place since the last meeting and reported that everything looks like it is on schedule for the conference.

The board dinner will be held on Monday, September 21st. Valerie will send invitations no later than Monday, August 17th.

Chris Robbins reported that the bank balance, as of Friday, August 14th, is \$26,403.43, \$2,030 on hand to be deposited and approximately \$2,000 in Paypal account to be deposited. He also reported that we have 9 people registered for the conference and 5 vendors registered to date. Chris questioned the clarity of membership dues and conference registration as it is presented on the registration form. It was decided that the wording on the registration form would be revised in the conference registration section to say, "includes one individual membership, conference meals and all events."

Chris requested clarification of the membership period. Tonya McKinney clarified and everyone agreed that people paying membership fees earlier this year would cover membership for USDLA and ARDLA for Jan. 1-Dec. 31, 2009 and individuals paying membership with their conference registration would cover membership for USDLA for Jan. 1-Dec. 31, 2010 and ARDLA from the time they join until Dec. 31, 2010. It was agreed that upon receipt of membership dues, the Membership Committee will communicate with the member to let them know that their dues have been received and the dates of the membership and any other pertinent information.

The Nomination Committee met twice and a slate of officers has been chosen. That information will be forwarded to Valerie who will in turn forward on to the Executive Board for approval. Once approved, ballots will be created and given to the Nomination Committee. Votes will be cast during the conference until 11:30 a.m. on Wednesday, September 23rd. Ballots will be counted Wednesday, Sept. 23rd at 4pm and new officers announced during board meeting on Thursday, Sept. 25th morning of the conference.

Cathi Swan reported that everything is set for Reggie Smith as the conference keynote speaker. His company has agreed to cover his cost for traveling to the conference and only asks that Reggie's firm be mentioned in the conference program. The Conference Committee will be

taking care of the conference bags including stuffing the bags. The membership directory and conference directory will be included in the conference bags. The Conference Committee will also take care of gifts for the keynote speaker and session presenters. Cathi also reported that she and Ralph Malone will be setting up the technology in the breakout rooms. Valerie will contact Dave Phillips regarding the technology for the main conference room. Bob Donaldson confirmed that Nancy Bailey will serve as photographer for the conference.

Polycom has requested to sponsor the luau and increased their sponsorship level to platinum. Tonya will be working with Polycom for that event. It was agreed that a flyer would be developed regarding the luau and vendor mixer and sent out to the membership list and other listservs as well as information regarding the availability of the hospitality room.

Max Kolstad reported that only one application has been received to date for the Heuberger Grant and nothing for the other awards. He encouraged everyone to distribute the information about the awards and encourage people to apply.

The next meeting will be held as a teleconference on Thursday, August 27th at 1pm.