

Council for Resource Development
Executive Committee Meeting – Conference Call
Thursday, September 24, 2009
Noon ET

MINUTES
Approved 10/22/2009

President Judy Everett called the meeting to order at 12:10 pm.

Present

Board member: Judy Everett, Kay Strickland, Julie Erickson, Laura Qaissaunee, John Rainone, Deb Wilson
Polly Binns, Executive Director

Laura Qaissaunee declared a quorum present.

Laura Qaissaunee presented the minutes for August 27, 2009. A motion to approve the minutes was made by John Rainone and seconded by Deb Wilson. Motion carried.

Business

Policies – Polly Binns

Polly presented the board with policies forwarded by the Finance Committee. The Investment and Spending Policy is a combination of our current separate Investment and Spending Policies. Polly pointed out the text in purple in the draft before the committee was completely new text and that text in strike-out is current text to be deleted. Kay Strickland suggested the following change of wording under the Spending Payout Procedures: From “Spendable income from the organization’s endowments initially shall be based on a 5% rolling three-year average of the market value of the endowments in existence for a minimum of one fiscal year.” to “Spendable income from the organization’s endowments ~~initially~~ shall be based on a **maximum of 5%** rolling three-year average of the market value of the endowments in existence for a minimum of one fiscal year.” The committee concurred. The Whistleblower and Conflict of Interest Policies are entirely new to conform to Form 990 requirements. These were based on samples offered on the ASAE website that were vetted as compliant with the new standards. John Rainone moved to forward the policies forward to the full board with the change noted in the Investment and Spending Policy. Julie Erickson seconded the motion. Motion carried. Polly will forward these policies to the full board on October 8, which complies by-law requirements to distribute policy changes for consideration 30 days prior to full board action.

2010 Budget-Judy Everett

Judy noted that both Kim Sturgeon and Kathrine Swanson are unable to attend today’s meeting. Judy asked Polly to present the 2010 budget which the Finance Committee approved and forwarded. Polly noted that the budget is based on the assumptions approved by the executive committee at the last meeting. It is a conservative budget, but Kim wanted the committee to understand that it hinges on a successful national conference in 2010. Polly noted that membership dues is based on the new “early

bird" rates (@235/pp until December 31, \$270 pp after January 1, 2010). There are no 2010 registration fees increase figured into the budget, and enrollment numbers are conservative. She noted that webinar offerings will increase (Deb Wilson as appointed a Webinar programming committee. She also has a committee already working on summer meetings program and location). John Rainone noted a small discrepancy in membership revenue dollars from the worksheets to the budget which Polly will amend. Deb Wilson moved to forward the budget as it stands with corrections noted by John. Kay Strickland seconded the motion. Motion carried.

Conference update- John Rainone

As of today at registration is at 70% of goal. The program is strong; in fact he was still adding sessions early last week. The meeting managers are terrific with great follow-up, and are included in the weekly conference calls. The early bird dates have been extended to Oct 14 for both hotel and registration. Polly and the meeting managers are working with Hyatt to work out attrition problems.

Audit Update - John Rainone

The audit is completed . Audit committee had frank discussion with auditors. The Management Letter included 4 or 5 items that have already been taken care of. The Form 990 has been signed by Judy and sent to the IRS. John will send out an RFP for new auditors. Polly sent him a list of local DC CPAs we could use. Audit will be included in packet for board approval.

Update on governance task force-Judy Everett

Judy continues to look at ways to involve more members in process. The GTF decided to extend timeline to July 2010 board meeting, which gives them more time to reach out to membership. Focus groups will be held at the national conference. That committee is being co-chaired by Catherine Crary and Tish Williams. They are working with Pam Hemann to develop questions. Kris Culp is chairing the interview committee with the help of Kay Strickland. They will also work with Pam Hemann. The interviews will be completed by March. The Governance Website will be live by October 15. Conference attendees will be invited to register for the Focus Group Sessions.

Capital Campaign Update-Judy Everett

Judy noted that Joy LeCuyer asked Polly what CRD was planning to do with the CRD Campaign and what her role would be. Kathrine Swanson, Judy, Deb, Laura Qaissaunee and Polly met by phone to discuss. It was agreed that it would be a shame to lose momentum and the work done thus far. They would like to see at least a "silent" campaign: information in each Dispatch, a robust web page and followup on current pledges. Joy and Polly will meet by phone to work on this.

Other Business

Judy noted that all reports need to be to Polly by October 22 for the board packet. Polly will send a template to the executive committee for their reports.

There being no further business, meeting adjourned at 1:02 pm.