



**CAPCA BOARD OF DIRECTORS**  
**MINUTES OF BOARD MEETING (October 20, 2023 @ 11:50 am)**  
 Dunes, Hilton, Myrtle Beach, SC

<b><u>Board Members</u></b>	<b><u>Role</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
Jessie King	Past President	X	
Mike Abraczinskas	President	X	
Rhonda Thompson	Vice President/Program Chair	X	
Tim Agner	Treasurer	X	
Amy Marshall	Secretary	X	
Fern Paterson	2 <sup>nd</sup> Year Director		X
Rob VandenMeiracker	2 <sup>nd</sup> Year Director	X	
Margaret Sembos	1 <sup>st</sup> Year Director	X	
Ruth Albright	1 <sup>st</sup> Year Director	X	
Mallory Sparks	Incoming 1 <sup>st</sup> year director	X	
Sean Alteri	Incoming 1 <sup>st</sup> year director		X
<b><u>Staff Members</u></b>	<b><u>Role</u></b>		
Ann Daniel	Executive Secretary	X	
Connie McElroy-Bacon	Conference Coordinator	X	
Penny Neville	Bookkeeper		X
<b><u>CAPCA Committee Members</u></b>	<b><u>Committee Represented</u></b>		
Ross Smith			X
Kevin Nesbitt	Governance		X
Dale Overcash	Governance	X	
Carl Burrell	Arrangements/Events		X
Rich Weber	Governance		X
Sanjam Singh	Young Professionals		X
Pierce Werner	Young Professionals		X
Randy Taylor	Marketing		X
Beth Partlow	Marketing/Governance	X	
Mark Hawes	Governance	X	
Melvin Stroble	Young Professionals	X	
Bill Lane			X

## **President's Comments (Mike Abraczinskas)**

- a. Call to Order – 11:50 am
- b. Introductory comments & review of agenda

## **Review of Fall Conference**

- Board feedback (All)
  - Generally good feedback on the food
  - Our Friday changes are working out well - >100 people in final session
  - Recommendation to put signage up to guide new attendees to event locations
  - Add a map to the app to help new attendees (esp. to find cornhole)
  - Add an indicator to the badges for first time attendees (like a sticker)
  - YPs liked having a workshop pre conference, want the handouts readily available during the workshop
  - Food labels – request whether vegan or not, gluten free or not
  - Some exhibitors didn't like the sit down tables for eating on one side of the exhibit hall – would rather have cocktail stand up tables so people move around/eat among the exhibitors
  - Exhibitors want more business/industry attendees, more talks that industry is interested in to draw them here, or can we ask for more industrial sponsors to get more, board can provide
  - Suggestion to start exhibit on Weds afternoon but would interfere with golf
- Final attendance/exhibitor numbers (Connie/Ann)
  - 47 exhibit booths/46 companies, about 313 attendees – a few no shows, about 20 walk ins

## **Welcome new Board Members**

- Welcome to Mallory Sparks
- Encourage attendance at November 18, 2023, Board meeting at Grove Park

## **Mapping out plan for 2024 contributors (Mike Abraczinskas & All)**

- We exceeded our goal for 2023, what are our goals for 2024 – finance and contributions committees should bring something to November board meeting. We should also review the strategic plan at the Nov board meeting and see what each committee has done/needs to be doing.
- New contributor benefits matrix – post to website after board does one last review

## **Treasurer's Report (Tim Agner)**

- Overview of current financial status – we look good against this year's budget, should have a surplus, may want to replace the money we took out of Vanguard account last year
- Taxes were filed

- Timing of external financial review – underway in 2023 for calendar year 2022, should have results for the next meeting. We need to update the signatory on checks for the Vanguard account.

**Upcoming In-Person Board meeting dates for your calendar**

- a. November 18, 2023, at Grove Park
- b. February 3, 2024, at Grove Park
- c. November 23, 2024, at Grove Park

**Other Business**

None

**Adjourn**

Ruth Albright moved to adjourn the meeting, Rob V seconded the motion, the board voted to adjourn at 12:34 pm.

Submitted by Amy Marshall, October 20, 2023.