



CAPCA BOARD OF DIRECTORS MEETING
April 19, 2013
Grove Park Inn
Asheville, North Carolina

The CAPCA Board of Directors met at the Grove Park Inn in Asheville, North Carolina on April 19, 2013. The meeting was called to order by President Sheila Holman at 1:06 p.m. The following were present at the meeting.

<u>Board Members:</u>	<u>Role:</u>	<u>Present</u>	<u>Absent</u>
Sheila Holman	President	X	
Randy Taylor	Vice President/Program Director	X	
Renee Shealy	Treasurer	X	
Beth Partlow	Secretary	X	
Duane Mummert	2 nd Year Director	X	
Dale Overcash	2 nd Year Director	X	
Ross Smith	1 st Year Director	X	
Barbara Dankmyer	1 st Year Director	X	
Mark Hawes	Past President	X	
Max Justice	Past President	X	
Penny Mahoney	Past President	X	
<u>Staff Members:</u>			
Ann Daniel	Executive Secretary	X	
Connie McElroy-Bacon	Conference Coordinator	X	
<u>CAPCA Committee Members</u>			
<u>Committee Represented</u>			
Rich Weber	Finance	X	
Carl Burrell	Planning/Arrangements/Events	X	
<u>Guests</u>			
None			

I. President's Comments (*Sheila Holman*)

President Holman introduced Ron Morin, Grove Park general manager, and Tryg Brody, director of sales, who welcomed CAPCA to the Grove Park and answered questions about the ongoing renovations. President Holman thanked Ron and Tryg for meeting with us.

II. Spring 2013 Conference Review and Critique

(a) Attendees/Sponsors/Exhibitors (*Ann Daniel and Connie McElroy-Bacon*)

Attendees generally thought the food was better than at previous conferences. We had more registered guests than ever before. Exhibitors liked the new (earlier) times for the Symposiums but thought conference breaks were too short. Barbara suggested that a sign be placed at the meeting room to direct people to the registration area.

(b) Arrangements (*Connie McElroy-Bacon*)

Planning for the number of attendees at each event was generally correct, although more than expected stayed for the Friday lunch (80 instead of the 75 guaranteed).

(c) Program (*Randy Taylor*)

Randy reported that he had received good feedback on the program.

(d) Surveys (*Randy Taylor/Penny Mahoney*)

Surveys will be sent to all attendees next week.

III. Planning for Fall 2013 Conference

(a) Arrangements (*Connie McElroy-Bacon*)

Carl and Connie will meet with Hilton staff on June 14 to plan for the meeting. Registration codes for the June Board meeting will be available soon.

(b) Program (*Randy Taylor*)

Randy asked for ideas for the program committee and suggested sending out a MadMimi e-mail to the membership to solicit ideas.

IV. Committee Updates

(a) Governance (*Max Justice/Mark Hawes*)

The committee had nothing new to report. We will re-circulate the proposed logos and ask that suggestions be sent to Mark.

(b) Membership and Marketing (*Penny Mahoney*)

The committee will add to the meeting survey a question about the usefulness of the CAPCA web site. The committee will also be working on ideas for the 45th anniversary.

(c) Finance and Sponsorship (*Rich Weber/Randy Taylor*)

The committee had nothing new to report.

V. Other Business

The Grove Park would like to finalize the 2019 and 2020 contracts before the end of April. The Board asked that the current contracts be amended to state that CAPCA attendees would not pay any resort fees and to clarify the parking charges. The Board asked Connie to propose room rates of \$194 and \$199 for the 2019 and 2020 contracts, respectively, and to ask about concessions for the 45th anniversary. Connie will send the revised 2019 and 2020 contracts to Beth for review.

VI. Closed Board Meeting

The Board did not hold a closed Board meeting.

VII. Future Board Meetings and Schedule

The next Board meeting will be held at the Myrtle Beach Hilton on June 15, 2013. The Program Committee will meet at 10:00; lunch will be served at 12:00; and the Board meeting will begin immediately after lunch. The time of the Finance Committee meeting will be announced later.

VII. Adjourn

Dale Overcash, seconded by Renee Shealy, moved to adjourn. The meeting adjourned at 2:12 p.m.

Respectfully Submitted,

Elizabeth B. Partlow
Secretary