



CAPCA BOARD OF DIRECTORS MINUTES OF
Program and Board Meeting (Grove Park Inn, Asheville) on
April 6, 2022 @ 8am

Board Members	Role	Present	Absent
Jessie King	President	X	
Mike Abraczinskas	Vice President/Program Chair	X	
Rhonda Thompson	Treasurer	X	
Tim Agner	Secretary	X	
Deb Basnight	2 nd Year Director	X	
Amy Marshall	2 nd Year Director	X	
Fern Paterson	1 st Year Director	X	
Rob VandenMeiracker	1 st Year Director		X
Kevin Nesbitt	Past President	X	
Staff Members	Role		
Ann Daniel	Executive Secretary	X	
Connie McElroy-Bacon	Conference Coordinator	X	
Penny Neville	Bookkeeper		X
CAPCA Committee Members	Committee Represented	Present	Absent
Dale Overcash	Marketing/Governance	X	
Carl Burrell	Marketing/Arrangements/Events	X	
Rich Weber	Governance	X	
Ross Smith	Governance	X	
Nathan Daniel	Young Professionals	X	
Austen Meyer	Young Professionals		
Randy Taylor	Marketing	X	
Beth Partlow	Marketing/Governance	X	
Bill Lane	Governance	X	
Mark Hawes	Governance		X
Duane Mummert	Governance	X	
Melvin Stroble	Governance		X

Jessie King called the Board Meeting to order at 8:10 am.

Jessie welcomed everyone to The Grove Park Inn, Asheville.

Secretary's Report

Tim Agner distributed minutes from the February 5, 2022 board meeting. Kevin Nesbit made the motion to approve, Mike Abraczinskas seconded the motion, minutes were approved by unanimous vote.

Treasurer's Report

Rhonda Thompson distributed the Treasurer's report as information. Balance sheet, profit and loss statements and expense sheets were included with a final summary of Fall 2021 meeting expenses. Complete details can be found in the Treasurer's report.

Contributors and Exhibitors

Ann Daniel reported the month end total in checking. The board received an update on sponsors. Paid sponsors: 4 Gold, 1 Silver (Pledged), 9 Green, Individual sponsorships for the Young Professional event (band and beverages), and Thursday night beverages and cups, were received. A list of sponsors is available with Ann Daniel. Spring Meeting pre-registered 319 attendees, 30 speakers and guests.

2022 Spring Conference

Mike reported 22 paid registrants for the Wednesday morning technical session. Each session chair confirmed speakers would be available. The one exception was Court Walsh to present instead of Bernie Hawkins on Friday morning. Members of the Board volunteered to monitor the computer for questions, relay questions from the App and computer. The group discussed introduction of speakers and adjustments were made as needed. The electric cars were set up just outside of the building on level 7. C-vent worked well for the spring meeting and for the Golf outing. C-vent is already set up for the fall meeting which can be opened early for registrations. Connie reported that C-vent provided a phenomenal event plan for the meeting.

Connie discussed the food and beverage minimum for the Spring event. Thursday night theme will be Country and Western. The Spring gift will be a blue tooth speaker. Wi-Fi is available for purchase from GPI. The meeting room was set up with the Screen in the middle and stage to the side. Normally it is set up with 2 screens in the corners and stage set to the center. The Audiovisual set up is ready to go for the Spring meeting. The Attendify app is active. Vendors were informed they can submit a Logo to Randy Taylor to be added to the app. A \$50.00 gift card will be awarded to the person with the most activity on the app. Kevin Nesbit will attend the vendors meeting. Nathan Daniel reported 60 had signed up for the Young Professionals (YP) luncheon. The corn hole hour is set with sponsors for the band and beverages.

Committee Updates

Finance

Rhonda Thompson stated Tax returns for 2021 will be completed by the Brittingham Group LLP. Taxes are due May 2022.

Governance

Discussions to amend the Board Member Succession and nomination protocols. Tabled for further discussion at the June 11, 2022 Board meeting. This will require a change to the by-laws

Membership and Marketing

Survey Monkey will be sent to all members following the Spring Meeting.

Young Professionals

Nathan Daniel reported his term as YP co-chair will be up in Fall 2022. During the YP luncheon Nathan will invite anyone interested in the position to apply. 14 YP were in attendance at the event held in Columbia, 75% indicated they would attend the Spring Meeting

Additional Business

COVID appears to be diminishing at the current time, will continue to monitor current CDC recommendations.

OMNI requested a deposit for Spring 2023, Connie respectfully declined the request.

Look at options other than GPI for the spring meeting. Kevin Nesbit to form a committee to look at options.

A survey monkey question can be added to poll the membership.

Jessie to develop a Thank You letter to send to the Sponsors, Vendors, and Speakers. It was suggested to print thank you cards, and develop an electronic letterhead.

Future meetings

The current Strategic Plan was last revised in 2014. The board will discuss and update the 5-year plan in a special meeting June 10, 2022. Jessie will reach out to Kristy Ellenburg to facilitate the planning meeting.

Next Board Meeting to be June 11, 2022 at the Myrtle Beach Hilton.

Fall Board meeting November 18, 2022 at GPI with a special room rate was proposed.

Mike Abraczinskas motioned to adjourn

Kevin Nesbitt seconded

Unanimously concurred at 9:49

Submitted by Tim Agner, Secretary

June 9, 2022