



CAPCA BOARD OF DIRECTORS MEETING
September 5, 2013
Hilton Hotel
Myrtle Beach, South Carolina

The CAPCA Board of Directors met via conference call on September 5, 2013. The meeting was called to order by President Sheila Holman at 9:00 a.m. The following were present on the call.

<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	
<u>Staff Members:</u>			
Connie McElroy-Bacon	Conference Coordinator	X	

I. Website Development

Connie McElroy-Bacon discussed the status of her communications with Derek Howles about redesign of the website by January 1, 2014, to include integration of on-line registration. This would require the Board to spend part of the first year's annual site maintenance fee, along with the initial site overhaul cost, before the end of the year. The cost is estimated at \$5,000 (\$3,400 for initial site overhaul and hosting/domain registration setup, plus about \$1,600 of Year 1's total estimate of \$2,800).

Beth Partlow, seconded by Dale Overcash, moved to authorize Connie to have Derek proceed with the work. All members voted in favor.

II. Proposal to engage comedian James Gregory for the Wednesday symposium at the Fall 2014 meeting (45th anniversary).

Connie reported that James Gregory's fee for a 50-60 minute appearance is \$7,500-\$8,000 plus two hotel rooms.

Renee Shealy, seconded by Barbara Dankmyer, moved to authorize Connie to negotiate with James Gregory's representatives for an appearance fee up to the stated estimate. All members voted in favor.

III. Symposium Arrangements for the Hilton

Connie reported that buying large bottles of wine from the Hilton and paying on a per-glass basis (approximately 200 on Wednesday and 175 on Thursday) will cost less than our current practice of buying wine from an offsite vendor and paying the Hilton a corkage fee.

Randy Taylor, seconded by Mark Hawes, moved that we buy wine for the fall meeting from the Hilton. All members voted in favor.

IV. Renee reported that our bookkeeper, Christy, had expressed an interest in attending a CAPCA meeting. The Board authorized covering travel and room costs for Christy to attend the fall meeting.

V. Adjourn

The telephone meeting adjourned at 9:45 p.m.

Respectfully Submitted,

Elizabeth B. Partlow
Secretary