



CAPCA BOARD OF DIRECTORS
MINUTES OF February 5, 2021 Conference Call

Board Members	Role	Present	Absent
Kevin Nesbitt	President	X	
Jessie King	Vice President/Program Chair		X
Mike Abraczinskas	Treasurer	X	
Rhonda Thompson	Secretary	X	
Tim Agner	2 nd Year Director		X
Ruth Albright	2 nd Year Director		X
Amy Marshall	1 st Year Director		X
Deb Basnight	1 st Year Director	X	
Bill Lane	Past President		X
Staff Members	Role		
Ann Daniel	Executive Secretary	X	
Connie McElroy-Bacon	Conference Coordinator	X	
Vacant	Accountant		X
Terri Bacic	Registration		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
Katelyn McIntosh	Young Professionals		X
Randy Taylor	Marketing		X
Beth Partlow	Marketing/Governance		X
Penny Mahoney	Marketing		X
Mark Hawes	Governance		X

I. President's Comments

- a. Call to Order –President Kevin N. called the meeting of the CAPCA Board members and staff to order at 4:07pm

- b. Introductory Comments – Kevin N. explained the purpose of the meeting was to vote on an accountant, provide an update on the virtual Spring conference, and discuss posting job vacancies from members on our social media page. There was a question as to whether there was a quorum present. The bylaws were reviewed, and it was determined that a quorum was present.

II. Virtual Conference Update (Michael Abraczinskas)

Michael A. discussed the latest agenda. Amy M. will reach out to Tim Hunt of AF&PA to request him to speak on the industry panel. Rhonda T. will reach back out to SCMA to confirm their speaker. Michael A. will reach back out to NCMA to confirm their speaker. The deadline to confirm speakers will be next week with the goal of getting the final agenda on the website and to start registration as soon as possible. It was agreed that we would add language about paying membership dues to collect some revenue. Dues may have to be paid by check this time.

III. New Accountant Review and Board Vote (Kevin Nesbitt)

Penny Neville was recommended to fill the accountant position. She was highly recommended by the CPA firm with a price of \$150 per month.

Michael A. made a motion that we engage with Penny Neville, with Reliance Accounting Solutions, at the price quoted. Rhonda T. seconded the motion. The motion passed.

Kevin N. will send a proposal letter to the accountant using Jessie K's. template. She will need access to the financial documents in Drop Box.

IV. Other Business (Kevin Nesbitt)

Kevin N. asked the board members if we were comfortable with members posting job vacancies on our LinkedIn page. All members said yes. It was agreed that we would ask the Young Professionals Chairs to post the vacancies. It was also agreed that we would post job vacancies on the website as well.

Kevin N reported that the corrected, amended contract with GPI has been signed.

V. Adjourn

Michael A. moved to adjourn the meeting. Rhonda B. seconded the motion. The motion passed. The meeting was adjourned at 4:29pm.