

Sarah, Camille, mary, ben, elizabeth, david, Matt

Minutes: next meeting

Ben – we have a CD with Citizens bank. Checking account with BOA. It is expiring on October 17<sup>th</sup>. We can roll it over. 0.25 %. We earned 30 last quarter. Its currently valued at 5177.91. I consider we put the money into a savings account at BOA. Ben moves, Mary seconds. Passes unanimous.

Treasurer's report – Ben passed out proposed budget for next year and the period report from June through yesterday, as well as current annual report.

Dues were delayed because of the transition with cornerstone. So 2013 dues have just come in this past month. As compared to the approved budget the individual dues are on target but organizational dues are low. We will check to see who hasn't yet paid. We do now have several students and retired. NNECAPA conference about 25K in registration fees and 14K in sponsorship and we have another 1K coming in. Thank you notes to sponsors and speakers will go out shortly. On the expenditure side the deposit for Fratellos has already occurred. On the NNECAPA conference – Mill falls cost 24K. There are a couple things we don't have costs for that will be included in future reports. It looks like we will have a profit of 5K after repaying NNECAPA 2K seed money. We then have to split the revenue balance with NNECAPA. Admin support is cornerstone. Board meeting was from the special meeting in august. Web support is high because we had to renew the domain name this – we are on a two year renewal schedule. Motion to accept treasure's by Mary and David seconds. All voted in favor.

The proposed budget –

Organizational dues drops to 1800 but this does not account for potential change to dues. Annual meeting and conference is a tough one to estimate. There is also difficulty in parsing out annual meeting from PD workshop when we do them together, as we are doing this November. If we want to try and make money, as we spoke of, we should keep them separate and also do a PD workshop in the spring. We are cutting it close on proposed revenue and expenses. The total revenue proposed is 28690. On the expenses side we need to increase supplies and printing now that we don't have LGC. I think we need to push for profit from the conference so I put in a net revenue of 1500. Same with PD workshops. B. Frost also thought we should cut the grants to other organizations given our new expenses for admin this year which was 3K. Board meetings need to be increased a bit. Awards too need to be increased. Total expenses are 27050.

S. Marchant spoke about the difficulty of doing a PD workshop and an annual conference in the spring. David moves we present the proposed 2014 to the annual meeting. Mary seconded for discussion. Mary noted that the revenue is based on the adoption of the new fees structure. All vote unanimously.

S. Marchant said the Tara has resigned effective immediately. Camille moves that Mark Conner's take her position for the remainder of her term. Sarah seconds. Unanimously

B. Frost discussed the NNECAPA conference wrap up. The boat rental was costly at 1500 and it was not well attended. We lost money on that. But it was quite informative. David asked about the video of the keynote speaker. Ben said that he is creating a "teaser trailer" for fundraising that will be ready for the annual meeting. And we can then talk about sponsorship. S. Saunders asked about the Majora Carter video. Should we ask about sponsorship for that too at annual conference? Yes. Survey response have been very positive. Majority of folks would like to go to Portsmouth for next venue. Ben will report back when we get full feedback. S. Marchant asked if we could find out where respondents are from. David said he was recently contacted by the Lebanon Marriot about whether or not we want to go there. The Hanover Inn was also suggested.

Elizabeth had to go.

Sarah spoke to the AMOG committee – Tara is helping. 4 terms of office are ending: Tim, Sarah, Camille and \_\_\_\_\_. We have the meeting agenda. We need to add the screening and the book club. Camille will not be at the Annual meeting so Sarah will present her PDO stuff. Ben asked if bylaw changes will go out as separate questions. Yes they will, questions A & B and then separately C & D. We need to send the registration packet as a whole. There will be 5 pages of material that go out. Letter from President, agenda, ballot items and budget and minutes. Point out the action items folks need to complete right in the email. Have a couple copies of things on each table. The voting will be on line for positions. We will then vote on Bylaw at the meeting. This is per the current Bylaws.

Registration will be exclusively online and folks can opt to send a check in separately.

S. Marchant spoke to Elizabeth's book club and her needs for the annual meeting. A local bookstore and café in Concord next to the Smile building is willing to help facilitate ordering books. She wants to speak to this at the annual meeting and make little bookmarks on each table announcing the next book club meeting and next book. She will offer a call in for the meetings as well.

David needed to leave. He mentioned that there was a big to do about lack of submissions from the states and we need to make sure our NHPA award standards match NNECAPA awards standards. S. Marchant said our standards to match.

Spring conference – we need to start looking at venues and dates and get together a chair and a committee. We are not meeting in November and our next meeting is in December and we need to have reserved a venue by then. B. Frost also mentioned another conference in NH sponsored by EPA regions 1 and 2 in early May. Mary talked about helping to co-chair a COG. We talked about location – Portsmouth might be a great location because of all they are doing. S. Marchant mentioned the NHPR bit on the NNECAPA conference and the woman mentioned in it who has a paper on place making. Shanna mentioned she would help and Ben will answer questions and budgeting. Sarah can help as well. Also APA region 1 also has their conference June 26-27th in Saratogo Springs NY. This is the first meeting since 2001 which was in Providence.

Potable water

Banner

Officer updates:

PIO: Yesterday matt send out save the date for the annual meeting. Ben mentioned updating the events link.

Vice Pres – we have 3 mentoees. She has come to understand mentees want to stay a bit low key.

Other business:

Elizabeth will coordinate the vote for new exec comm positions in December.

Camille left

We discussed the admin support company we used and whether to look into other options. There was discussion about asking LGC for another quote and see if their price has changed. We will add this the next agenda. If folks could ask around at other

Ben moves to adjourn. sarah seconds. All voted in favor.