KWWOA State Board Meeting Minutes
November 29, 2012

The meeting was called to order by Chair Dave Enzweiler at 11:45 a.m., EST. at Reno’s
Restaurant in Prestonsburg, Kentucky.

Those in attendance included:
Dave Enzweiler, Chair
Shaun Youravich, Vice Chair
Laurie Berry, Treasurer
Lori Simpson, Secretary
Lisa Detherage, Member Services Director
Tim Goble, Eastern Chapter
Susan Knuckles, Eastern Chapter
Kevin Shaw, Central Chapter
Robin Strader, Central Chapter (Absent)
Brian Bourne, North Central
Stewart North, North Central
Chris Spriggs, Western Chapter
Alan Todd, Western Chapter (Absent)
Jimmy Grimm, Western Chapter

Old Minutes:

Secretary Lori Simpson distributed and reviewed the meeting minutes from the
September 2012 meeting.
*Motion to accept the minutes by Laurie Berry, second by Chris Spriggs. All in favor,
motion carried.*

Treasurer’s Report:

As of 11/28/2012  $68,121.61
Inflows  $193,400.92
Outflows  -$193,929.97
Net Total  -$529.05

*This did not include previous month’s pay pal

*Motion to accept the treasurer’s report by Chris Spriggs, second by Kevin Shaw. All in
favor, motion carried.*

Tax Exempt: Laurie submitted the application in October. She received a phone call
rejecting our request for tax exempt status and asked that the information be put in a
letter for the board. The organization is listed as a 501C6 organization with the IRS
(listed as a trade organization). Laurie will contact our accountant to see how this can be changed.

WTI Program:

- Robin conducted an outreach program two weeks ago, which leaves us with one grant commitment remaining in this category.
- Everyone still reviewing the CEU/WTI training data
- WTI asked us to join with them in applying for a federal grant. Given the 2012 application deadline, it is too late to formulate a work plan, but it was suggested that we might want to discuss this early next year with intent of applying in November 2013.

Membership:

- Discussed how to handle dues, membership money, pay pal. All dues must come through the Member Services director, but strict training funds may remain with the Chapter. Training orders submitted through the website, but paid to the Chapter may be deleted on the site.

Webpage:

- The contract (included liquidated damages) was sent to LWG. LWG said they would not continue with the charity rate if they signed the revised contract. Dave signed the contract without the liquidated damages clause to continue with charity rate and to have the work completed by December 15.
- Work is progressing on the site changes, with the Exhibit Hall layout, conference registration with extra social items, award nomination forms and member tracking having been loaded.
- Lisa will bill the Chapters and KLA for the $500 each it to commit for the website.

Scanning KWWOA records:

- Lisa has purged all the records picked up from Paducah and FEWPB. Chris and Lisa posed additional questions as to the financial data to be scanned. Chris and Lisa will look at the data and solicit guidance on the length of time the data should be retained. A Template will be sent out at the beginning of the year and the Chapters will have to scan the required information in the future.

Awards Nominations:

- Eastern has nominations to turn in. Deadline is February 1, 2013.
VP Nominations:

- Information soliciting nominees has been placed on the website and distributed to the membership via email. The deadline for nominations is January 1, 2013. Committee: Tim Goble (Chair), Brian Bourne, Chris Spriggs, Robin Strader

Conference Report:

- The Conference Committee began working on sponsorship changes/cost to exhibitors.
- If you have anyone that would like to help out at the conference please have them contact Lisa.

Motion made by Kevin Shaw to give Annual Conference exhibitors/sponsors an electronic copy of the attendees. Second by Chris Spriggs. All in favor, motion carried.

Bylaws/SOP's

- By-law changes will be distributed on the ballot with the VP nominations. By-law changes are being sent out to “clean up” the language.

Outreach/Branding:

Lisa solicited guidance on outreach activities KWWOA wants to pursue in 2013 and whether we need to have all related materials look similar for branding purposes. For example:

- which Conferences to attend and/or have a booth at?
- Should materials such as the booth, business cards, membership brochures, etc. all have the same “look”?
- Should we purchase a new KWWOA booth and if so, what type and information should be included?
- Should a budget be set for give-away items?

Dave and Lisa will discuss further and information will be distributed to the Board.

Newsletter:

- Will go out January 4, 2013.

Next meeting:

- February 28, 2013 - Old Talbott Tavern, Bardstown 11:00 am EST
- Dave will defer to Shaun for the additional 2013 dates.