

AWCI Board of Directors Conference Call

Wednesday 4/6/2011

Board Present:

- Mark Butterworth, President
- Manuel Yazijian , Vice-President
- Doug Thompson, Secretary
- David Douglas, Director
- Glenn Gardner, (Affiliate Chapter Director)
- Ron Iverson, Director
- Ron Landberg, Director
- Joe Schrader, Director
- Jason Ziegenbein, (REC Director)

Absent with notice:

- Henry Kessler, Treasurer (IAB Director)
- Joe Juaira, Director
- Gene Bertram, Director

Non-voting present:

- Paul Wadsworth, Parliamentarian

Staff:

- James Lubic, Executive Director
- Tom Pack
- Tom Schomaker

Guest:

- Lois Spires
- Jim Huber

Meeting called to order at 6:30PM CDT.

President Butterworth welcomed those attending using the new GOTOMEETING conference call and introduced Lois Spires from Nor-Com Technology Integrator, located in Hebron, KY. He then invited discussion on the bid that Nor-Com had submitted to AWCI for the existing watch classroom technology renovation and upgrading.

Spires gave some background on Nor-Com and then explained as to why some of the equipment on the proposal was chosen. Based on what was already in the classroom (either owned or leased by AWCI), Nor-Com selected compatible or identical equipment in their proposal that would complement the existing hardware. She would need to speak with her engineer about why he selected the digital scaler on the bid.

Schomaker noted the advantages that the new equipment will give him and to future students that come to Harrison for training. The renovation would allow for the easy addition of new technology as it became available. The proposed install would also meet state codes for the equipment.

Douglas asked what the working life of the proposed system is and was told 10 years.

Spires noted the Nor-Com install warranty was 90 days, but that the equipment would be warranted by the manufacturers. Nor-Com would be available for service and future training should that be needed.

Yazijian and Douglas asked about the lack of itemized pricing on the bid.

Huber explained that their practice is to put forth functionality bids where the equipment, software and labor are totaled together, rather than individual pricing (same as the other bids received). Their hourly service rate is currently \$85.00.

Douglas asked about a power budget analysis of our facility and Huber stated he had made a power budget assumption of the facility, based on his experience as a commercial electrician.

Huber and Spires left the call at 7:18PM CDT.

The cost of the upgrades would be covered by the Rolex Challenge Grant.

Consensus dictated that the proposal have a Capital Funds Form filled out, though it was not required when the bids were requested. Butterworth noted a price difference in the bid and the price on the agenda. Lubic stated he would check the final numbers.

It was felt the Finance Committee should review the proposal for the next BOD conference call.

Schomaker left the call at 7:37PM CDT.

Convention

A schedule proposal for the Annual Meeting was presented.

The BOD meeting was scheduled for the first day.

Landberg left the call at 7:42PM CDT.

A number of possibilities were discussed regarding the necessary New Business wrap-up meeting for the swearing in of new directors that would need to take place after the Affiliate Chapter and REC meetings.

Lubic said he would talk with Scepkowski about the meeting schedule and Gardner thought 2 hours would be sufficient to wrap up required BOD business, possibly Saturday.

Tentative schedules for day 1 to day 4 were reviewed. It was felt that having the Affiliate Chapter and the REC meetings at the annual would be optimal, rather than prior to the meeting.

Yazijian suggested a possible member "mini-mart" after the trade fair had closed. Lubic said he would speak with vendors to get their take on this idea.

Convention Pricing

The pricing schedule reflects a new meeting philosophy focused on extended trade fair and educational opportunities. Structure: \$499 early bird and \$569 regular pricing for the entire convention. No week-end package was presented due to low interest at previous conventions.

Profit for the convention on a \$569 fee would be \$35 per person if 150 people attend.

IAB members would be charged the same fee, but a separate fee (\$349) for trade fair participation would be imposed. Free participation was not offered, but in kind services, such as free HT advertising was proposed. Manufacturing vendors from abroad would receive special rates for presenting at the trade fair.

The meeting has an additional convention day (with meals) and a tripling of trade fair time, compared with previous annual meetings. It was noted that our convention pricing is low when compared to other industry conventions of similar length and offerings. Pack offered to put together some numbers from other industry trade conventions for the BOD to compare.

Gardner and Yazijian noted that perhaps we don't need to have as many meals for the entire convention.

Motion # 1 Thompson, 2nd Gardner

Accept the fees as presented for the 2011 Annual Meeting: Individual \$499 early bird and \$569 regular. 2-day Vendor Fair: \$349 for (up to) 4 tables for IAB members and \$500 for non-IAB members. Extra pairs of tables would be \$149.

Discussion centered on restructuring the pricing for the convention to make it more attractive for week-end attendees. It was noted the fees have been kept low and the convention has not been profitable because of this. A visitor pass was proposed for single day attendance, perhaps \$200-\$250, using color coded badges.

Motion # 2 Gardner, 2nd Yazijian

Postpone a vote on Motion #1 until the next conference call.

Roll Call Vote: Passes unanimously (7/0/0)

Butterworth requested a list format for the convention pricing schedule at the next conference call.

Wednesday is a difficult night for some members and by consensus it was decided to schedule the next conference call for Thursday, 4/14/2011 @ 6:30PM CDT (7:30PM EDT, 4:30PM PDT).

It was decided to invite Mike Gainey to the next conference call and allow him approximately 30 minutes of time.

Motion to adjourn: Yazijian, 2nd Thompson

Voice vote: Passed unanimously.

Meeting adjourned at 8:57PM CDT.

Submitted for your approval,

Doug Thompson CW21
Secretary