**January 18, 2014 ACBN Board Meeting Minutes**

**Held in Lincoln**

**Role call** Paulette, Phil, Glendora, Mark, Chris, Katie

**Guests** Jim J, Terry, Sharron, and Becky **Review and approval of minutes**- Paulette read the minutes. Mark mad the Motion to approve the minutes as submitted, Chris Seconded the motion carried.  
  
**Financials** –Phil provided an end of the year accounting of the organizations financials. He provided information on the actual costs as compared with the 2013 budget. Phil indicated that this was not the final accounting as we were still awaiting some final documentation from Great Western Bank regarding the accrued interest on the Savings and CD we hold with them. He indicated that at the end if fiscal year 2013 we currently were running a deficit of $1,121.41, however this would be around $821.41 once the interest which has been traditionally around $300.000 would be factored in. Paulette reminded folks that the 2013 budget was the first year that we were attempting a zero sum budget and that there were some things we learned. Phil indicated that even though we ran at a deficit the organization was very financially sound with what we held in other funds. Mark made the motion to approve the financials, Glendora seconded. The financials were approved of by the body rendering the finale document with the addition of the accrued interest.

**990 update** – Phil indicated that he had received the books from the Lincoln Affiliate and need to obtain the finale Bank documents prior to proceeding on the 990.  
  
**Budget approval** – Phil and Paulette presented the 2014 budget. They indicated that many of the items had not changed significantly. Minor changes were made to better reflect the end of 2013 actuals. Chris made the motion to approve the 2014 Budget, Glendora seconded. The Budget was approved by the body.   
  
**Fundraising** Paulette presented a letter that she and Phil had developed to target community organizations. She indicated that she had identified approximately 125 organizations across the state. She suggested that we send letters to organization in the geographic areas where chapters are located. A discussion ensued on having one unified campaign verse chapters running multiple campaigns when soliciting funds. Various options were discussed, for example if an organization designated the funds for a specific use i.e. restricted the funds, the other option would be to designate a percentage of total funds to the state and each of the chapters. Paulette reminded folks that this was unlikely to yield significant revenue based on her experience with nonprofits. Public outreach planning was discussed should organizations like to have ACBN at one of their meetings.

**Position of Secretary**- Per the state bylaws if a board member does not attend three meeting then the board would appoint someone until the next state convention. After discussing Ann’s ability to serve in this capacity it was deemed necessary to appoint an interim secretary. The Board voted that Jim Jirak would fill in as the interim and would be the secretary for the April Board meeting and through Convention. The membership will then elect a new secretary during the April Convention.   
  
**Convention Update** – Paulette indicated that there had been a change in staff at Regency with the meeting sales coordinator, and that she had been in contact with him prior to the meeting. She provided some additional information regarding the pricing of meals and meal choices. The pricing had gone up since the initial bid was sought. On average per person the meal with desert would average around $25.00 per person. The following entrees were selected Chicken Parmesan, and a Pork Lion.

Paulette presented the numbers for revenue and anticipated expenses as follows.

Projected Revenue from registration

45 x 60 individuals = $2,700 at 50 = $2,250  
In 2013 2013 42 participants attended

Expenses

Meals 25 x 60 = 1,500 at 50 = $1,250

Coffee $200

Hospitality room $150

Equipment Mics $100

Note: it was discussed to hold all Friday night events in the hospitality room. Chris offered the use of his kerioke machine and Mic to save on cost and offer an informal setting.

Speaker Eric Bridges Travel  
Air $241.10   
Room $200  
Meals $60  
**Total $509.10**

Registration Forms  
Printing $120.00  
Envelopes $15.00

Total projected costs $2,344

Community Support Phil indicated that we had received a fund request letter for RTB following discussion it was agreed to make a %50.000 contribution on behalf of ACBN.

The meeting adjourned at 1:49 pm

Respectively Submitted Paulette Monthei