

ELECTRICAL REBUILDER'S ASSOCIATION BOARD OF TRUSTEES MEETING  
Tuesday, February 10, 2004

The meeting began shortly after 7 pm EST on a conference call. Mike Schroeder, Alan Melton, Polly Shea, Chris Thompson and Bob Thomas were in attendance.

First topic discussed was finding members to fill the two positions that will be vacant in May. Both Bob Wagner (SW regional VP) and Jim Thomas (NW regional VP) have decided not to serve a second term. Bob Wagner has offered to stay on the Board of Advisors while Jim Thomas said he would like to step down altogether. It was decided that the Board of Advisors should be asked for suggestions on filling the SW & NW regional VP positions. It was noted that two Advisory Board members are located in NW region, Larry Hagemeister and Mike Dietrich. Only Bob Wagner is in the SW.

Also discussed was the possibility of creating a Canadian region. Currently, Canada is divided into three sections, each being a part of one of the northern regions. It was decided that the opinions of Canadian Board members Robert Diamond & Fraser Cox should weigh heavily in this decision. If a Canadian region is created, the Board of Directors would grow to 12 members because of the need for a Canadian regional VP. It was decided that an email would be sent out through the ERA Board Yahoo e-Group on this subject, and all advisory board members would be asked to respond.

Next topic discussed was the progress in the dialog with the APRA over cooperation in the future. Mike proposed that we begin with the simple exchange of newspaper articles. He suggested that Polly provide the APRA with an article on our May show, to be published in their *Global Connection*, while they would in turn provide Polly with an article on their upcoming Electrical Clinic to be published in the *Electrical Rebuilder's Exchange*. This idea was accepted by all, and Alan agreed to call Bill Gager on Wednesday to offer this proposition. It was decided that this was a safe way to help build a better relationship.

The final topic discussed was a proposal to get an administrative office up and running in Union, MO. Mike Schroeder has offered to set up a separate LLC and provide an office with electric service and part time employee at his cost on a flat monthly basis. This office will be located on the upper floor of a professional building. Everyone agreed this was the best way to meet our administrative needs at a price the association can afford. Mike's estimate for this was \$1,100 per month, based on the employee working 6.5 hours, three days per week (19.5 hours per week), and keeping regular office hours of 9 am to 4 pm central time (30 minute lunch).

Additional costs will include phone service, office furniture and equipment. Mike will try to purchase used furniture at an upcoming local auction. The Dell computer that was loaned to the association for use in the booth at the last show will be purchased from Bob Thomas. Bob will load the Approved Association software, membership database and all current ERA documents onto this computer before shipping it to the new office. Plans

are to install phone service that will include a business line, DSL connection, unlimited long distance and “call notes” (a form of answer mailbox that works when the phone line is in use and after hours). The cost for these services as a package is about \$100 per month. The target date to open the office is March 1. It was also decided to purchase a combination FAX-copy machine-printer.

Final topic discussed was the purchase of a performance bond for the officers who have access to association funds. The cost is of this insurance in Missouri is \$5 per \$1,000. It was decided to take out \$20,000 coverage each on the president (Mike), executive vice-president (Alan) and the treasurer (Chris), and a lesser amount on the person Mike hires for the part time job, since they will be making mail pickups and bank deposits. The cost for this amount of insurance will be \$310 per year. Although the bank account average has been higher than the proposed coverage, it was decided that \$20,000 coverage was sufficient to cover the needs of the association and would help keep the cost down.

It was also decided that the trustees would meet twice per month, at least for the time being, to keep association business moving forward and running smoothly. The next meeting has been scheduled for Tuesday evening, February 24, at 7 pm EST. The meeting concluded at 8:40 pm.

Respectfully Submitted,

Bob Thomas  
Secretary