ELECTRICAL REBUILDER'S ASSOCIATION BOARD OF TRUSTEES MEETING

Wednesday, July 21, 2004

The meeting began at 7:12 pm via conference call. Chris Thompson, Polly Shea, Mike Schroeder & Bob Thomas were in attendance. Alan Melton was traveling and unable to make the meeting.

The first item of business was the planning meeting for the 2005 show, to be held at the Ramada Inn, Valley Forge Convention Center, King of Prussia, PA on Saturday, September 11. Polly said she would be emailing hotel information to the Advisory Board the following morning.

She also said that while confirming details for the planning meeting, she learned that the Convention Center had booked Friday, May 20, 2005 (which would be our setup day) for another event, and that we would be forced to pick another weekend. Of the limited weekends left, the best option appears to be April 1, 2 & 3. It was the consensus that the earlier date may be better for rebuilders who have a big agricultural business, and may even help attendance. The downside is that moving the show up by seven weeks shortens the time left to promote it. The new date allows an extra week of separation from the A.E.R.A.C. Niagara Falls Show on April 30 – May 1.

Second Item on the agenda was the printing of the minutes in the ERE newspaper. Bob stated that he had no objection to any member reading the minutes of any meeting. But he questioned the wisdom of publicizing association business to everyone receiving a newspaper. Polly said she believed the minutes reflected the association in a positive way. Mike said that while we have nothing to hide from anyone, there are cases where the publication of the discussion of problems might not be in the association's best interest. It was decided that highlights of Trustee Meetings will be printed in the ERE, but any trustee may remove an item he or she feels is not in the best interest of the association to publicize.

The fall membership drive was discussed next. Bob reported that Bill Meyer was gathering material for a tri-fold brochure, and more details should be available before the next meeting. He said the brochure could be used at seminars, the show, and in mailings.

Mike then went over the accounting from the show. He said the association owes the ERE for 143 member attendees at $25 each and the ERE owes the association for 67 attendees of the Keep It Current seminar. He said that checks must change hands, even though the difference was only $175. The seminar money goes back into the training fund, while the admissions will be taken from the general fund. He suggested that a better record keeping system be used at the next show to reduce the time required to sort out the information required to complete this accounting project next year.

Next Bob reported on the progress of the website. He said the website itself is ready to go, and the final key is loading all ERA members' usernames and passwords, so that members will get instant access if the have been using EREN. Non-members will have to apply for a 30-day guest pass. ERA members who have not been using EREN will need to apply for a username & password, but their names are already in the database. He said a few technical problems have delayed the "Grand Opening" but it would probably happen this coming weekend.

He also said that a letter would be mailed to all supplier members once the site is open. The letter would request help in publicizing the site, explain the website sponsorship package, and request linking to technical documents on supplier websites.

The remaining Keep It Current seminars were discussed next and Bob reported that plans are completed for the Long Island and Salt Lake City seminars. The only lacking detail for the Portland seminar in October is the printing and shipping of the flyers. Bob is waiting on a list of where to ship the flyers and in what quantities.

He also reported that the Rebuilder's Desk Reference was being printed and should be at the office for distribution within the week.

A discussion was held concerning the decision making process. Specifically questioned were circumstances where a board member volunteers to undertake a project and when there is no objection, the volunteer assumes the task. The consensus was that this should not be a problem so long as everyone has the opportunity to object. Mike pointed out that a small association trying to grow needs this kind of flexibility to make progress.

Finally, Chris gave a treasurer's report. He said the association has $39,568.25 in the bank. $29,924.01 is in the general fund and $9,644.24 is in the training fund. Bob asked if funds generated from the website along with website expenditures could be tracked separately, noting that it would help to know the actual cost of the website. Chris said this would be easy to do.

The meeting adjourned at 8:50 pm.

Respectfully Submitted,

Bob Thomas
Secretary