



Joint Executive Board Meeting

Meeting Minutes
February 9, 2016

LOCATION: Conference Call

HOST: AFSS South

ATTENDANCE: Wendy Nesby, President – South
Danielle Bryan, 1st Vice President – South
Ron Liechti, 2nd Vice President – South
Darilyn O'Dell, Treasurer – South
Wendy Crosthwaite, 1st Vice President – North
Mollie Meyer, 2nd Vice President – North
Joyce Engler, Treasurer – North
Nancy Tillotson, Recording Secretary - North

- A. Meeting called to order by Wendy Nesby at 9:05 a.m.
- B. Additions/Approval of the Agenda
A motion was made by Nancy Tillotson and seconded by Wendy Crosthwaite to approve as submitted. Motion carried.
- C. Approval of the Joint E-Board Meeting minutes for September 22, 2015.
A motion was made by Danielle Bryan and seconded by Joyce Engler to approve as submitted. Motion carried.
- D. Old Business:
- 2016 AFSS Educational Forum Update**
A flyer describing the forum was distributed to general membership via fan-out by Chrissy Niven on January 22, 2016.
- Nancy Tillotson reported that the Joint E-Board meeting is scheduled for Tuesday April 26, 2016 4:00pm – 5:30pm. Following that, a welcome reception will be held 5:30pm – 7:00pm.
- Nancy Tillotson also inquired as to whom from the South Division will be arriving to Lake Tahoe earlier – Sunday or Monday – so that North could assist visitors with local touring & recreation options. Danielle Bryan asked if they were accepting any vendor sponsorships for breakfast or lunch and will reach out to Wendy Crosthwaite about it.



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North Division reported that the large, final raffle drawing will be conducted in a different manner than usual at this forum in order to expedite the process and will be similar to how silent auctions are often conducted. Nancy Tillotson plans to create a list of raffle prize items. Members will be allowed to select which prizes they want by dropping their raffle ticket(s) into a bin for that particular prize. Members will be asked to bring pre-printed labels, that are the size of an address label so it fits on the back of the raffle ticket, with their name & address on them. Members will affix these labels to their purchased raffle tickets and use these to select the prize they want to win in the raffle. No raffle numbers will be called out so it's important to bring your own labels. A sheet listing the winners of the individual prizes will be posted on the final day

2. Website – Constant Contact - Newsletter

Because of their relationship to each other, decision was made to discuss these three Old-Business items together in tandem.

North has conducted an investigation regarding the website – Ecommerce. This website costs \$198/yr. – to be split evenly between North & South. This cost represents a special 50% Off promotional price valid for the next 6 days. A vote was taken and passed unanimously to approve this purchase at the discounted rate for the one year contract. The purchase will be made by the North and Joyce Engler will invoice the South for half the payment. Ecommerce can be used to sell AFSS-themed products and also receive payments to AFSS for quarterly meeting fees.

Per direction from Valerie Erwin, Mollie Meyer was given permission to proceed looking into the website “Constant Contact”. Constant Contact can replace our current system of fan-outs. Cost is \$35/mo. for up to 500 email address recipients with no restriction on the number of email messages sent. Total annual cost of \$420 to be split evenly between North & South Divisions @ \$210/ea. AFSS can take advantage of a free 60-day Constant Contact trial run.

Constant Contact can also be used for the AFSS newsletter. Before final publication, a draft of the newsletter can first be sent for review & approval to designated AFSS members. There is a newsletter-template feature in Constant Contact for ease in producing the document.



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South offered their critique of most recent December 2015 issue of the One Voice Newsletter. They want to keep the emphasis on professionalism. They liked the Spotlight feature on both Board members and general members, membership anniversary listing with milestone years recognized, and quarterly meeting topics and pictures.

E. New Business

1. Boundaries

Wendy Nesby brought forth the issue of AFSS boundaries (California Counties that are in the Northern Division vs. the Southern Division). There is a slight discrepancy between the AFSS boundaries and the CalChiefs boundaries as shown in their bylaws. Kings and Tulare Counties are assigned to the North per AFSS but assigned to the South in CalChiefs bylaws. Joyce Engler recalls that about 4 years ago CalChiefs changed the boundaries. North will investigate the issue and determine how to proceed in order to answer the question, "Will AFSS need to change our bylaws to agree with CalChiefs?"

2. Roundtable

Danielle Bryan reported from the January 2016 President's Forum and Goals and Objectives meeting that a discussion was had regarding the CalChiefs' liaisons to the sections possibly changing to the Division Directors and being active on the CalChiefs Board. Wendy Crosthwaite confirmed that AFSS should have two liaisons: one assigned to North and one assigned to South.

Wendy Crosthwaite also mentioned CalChiefs plan to change its dues dollar amounts and structure, though nothing is solidified yet. CalChiefs haven't raised dues in over 10 years. The new plan revolves around a three-year staggered increase in dues.

Additionally, CalChiefs is beginning to manage the banking functions for several sections. AFSS, however, has opted to retain control of managing the finances.

Meeting Adjourned at 10:02 a.m.

Respectfully submitted,

Ron Liechti, 2nd Vice President -



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