



Joint Executive Board Meeting

Meeting Minutes
April 24, 2018

LOCATION: AFSS Conference, Dream Inn, Santa Cruz, CA Sand View Room
HOST: AFSS Northern Division
ATTENDANCE: Danette Austin, President – North
Lynda Vargas, 1st Vice President – North
Vacant, 2nd Vice President – North
Dana Lipps, Recording Secretary – North
Janice Parker, Corresponding Secretary – North
Paula Forencich, Treasurer – North
Valerie Erwin-Conference Committee (Corresponding Secretary 2018/19)
Joyce Engler-Conference Committee
Dominique Maurer-(Member at Large 2018/19)
Ron Liechti, President – South
Janet Arthur, 1st Vice President – South
Maria Koolhoven 2nd Vice President – South
Audra Tellez, Corresponding Secretary – South
Teri Chamness, Recording Secretary – South
Leah Harris, Treasurer - South

Call to Order: The meeting was called to order by AFSS Northern President Danette Austin at 4:37 p.m., in the Sand View Room of the Dream Inn in Santa Cruz.

Roll Call by Northern Recording Secretary Dana Lipps.

1. Additions/Approval of the Agenda - There were no additions to the agenda. It was moved by Leah Harris, seconded by Ron Liechti and carried to approve the agenda. All ayes.
2. Approval of the February 8, 2018 Joint Executive Board Meeting Minutes – It was moved by Audra Tellez, seconded by Janet Arthur to approve the minutes without changes. All ayes.
3. New Business
 - a) 2018 AFSS Educational Forum-Last Look - Paula Forencich arrived at 4:40 p.m. Valerie Erwin, Conference Committee member welcomed everyone to Santa Cruz for the 2018 AFSS Educational Forum. She reviewed the registration times for the conference tomorrow. She added that the committee worked hard on providing timely and relevant topics for the conference. Joyce Engler, Conference Committee member and Valerie said there were 84-87 people registered for the conference with 27 being first time attendees and 97 attendees at the installation banquet on Thursday.



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The conference in Lake Tahoe had an attendee top number of 72, so there is an increase in this year's attendees. Valerie added the variance in numbers is the daily participation at the conference.

- b) 2019 AFSS Educational Forum-Update & Questions – 1st Vice President (Southern) Janet Arthur already had the majority of her questions answered for the 2019 conference. She announced the following members will be on the 2019 conference committee: Audra Tellez, Gemma Pagala, Michelle Pearson, Harmony Brown, and Janet Arthur. They have narrowed down a location (Pismo Beach) but are still doing sit visits and will announce the final location later. Janet also asked if the conference could be moved to the first week in May due to the way Easter falls on the calendar next year. All in the meeting agreed to the change of date. Janet asked if there was a playbook that is followed for the conference and found after a discussion there was no official playbook. Janet also inquired about the amount set aside for the keynote speaker. Leah Harris, Treasurer (Southern) said to contact her and she would have the information. There was a discussion regarding the cost for the conference and both executive boards will look at increasing the amount for future conferences because of the rising costs of venues, food and guest speakers. Janet asked on behalf of Michelle Pearson if a vendor fair can be added to the conference. Joyce added that most vendors do not want to meet with our level of personnel so you may find it difficult for them come to our conference but she encouraged the invitation of vendors to attend. The discussion also revolved around the use of other facilities (other than the hotel) to try and save money.
- c) AFSS Website-Updating Committees, Member of the Year, Past President Pages- AFSS Southern President Ron Liehti inquired who updates the AFSS website. Danette said Molly Meyer does but will be going out on maternity leave soon. Danette and Ron decided to meet while at the conference and write all the changes that needed updating and give them to Molly. The question came up of how the Southern division accepts online payments. Ron Liehti requested the Southern Treasurer Leah Harris and Northern Treasurer Paula Forencich discuss how to begin accepting online payments in time for the July Membership drive. The Northern section currently accepts online payments while the Southern section does not have the ability to do this. Paula said PayPal is a great avenue for accepting online payments, sending invoices and refunding money to members. It is linked to your respective sections bank account. Leah expressed her concerns from the membership regarding the convenience fees that are added when paying online. The fees charged are small and the organization will receive the entire amount designated for your meeting/event and that the fee would be a separate amount. Valerie added to look at Square or



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Venmo as options. Ron added that the amount of the quarterly meetings (\$25) has also been a question of concern at a recent meeting. He said an increase in the dues will have to be looked at too. He proposed a rehash of all the fees should be looked at collectively from both sections and make changes in the fee structure. This will be discussed with the new boards and will likely happen in the 2019/2020 fiscal year. Membership will be informed and will cast their vote, then each division will vote. Ron inquired is there a succession plan for the recruitment of board members. A discussion followed and dialog determined: encouraging everyone to participate is the hardest thing to accomplish and to make this a topic for discussion at a quarterly meeting, the board should meet in person on a regular basis rather than teleconference, help members find a mentor so there is constant communication between board members and membership and not just at the meetings, and utilizing the retired members as mentors or have them on the committees and tap into their knowledge.

- d) Bylaws-Proposed Change to Life Membership Article 2, Section 2.4-Life Membership page 4 to include the following language: *Should a Life member return to a position in the fire service, Life membership will be suspended and an Active membership will be required to participate in AFSS at member rates.* This will be taken back to each respective division for a vote from the Northern and Southern memberships then come back to the Joint Meeting at a later date for a vote.

4. Old Business

There was no old business to discuss.

5. Good of the Order

There was nothing to discuss.

Adjournment – Danette Austin called for adjournment of the meeting. It was moved by Paula Forench and seconded by Janice Parker to adjourn at 5:48 p.m.

Future Meetings

Joint E-Board Northern and Southern Starting at 9:00 a.m. Meeting Date TBD

Respectfully submitted,

Teri Chamness, Recording Secretary
AFSS Southern Division