



January 19, 2018 Minutes
APRA Board Meeting via Conference Call

Present: Rich Thompson, Megan Konecny, Mike McDermott and Rob Forney.

Unable to Attend: Roy Helsing and Ted Salgado

Staff: Becky Fisher

- I. Call to Order** – 01.19.18 Board Meeting convened at 11:10am CDT.
- II. November 17, 2017 Board of Director Meeting Minutes** – The minutes were forwarded to the Board for review in advance of the conference call. Megan motioned for approval; it was seconded by Rich. The motion carried.
- III. Financial Report**
 - A. Becky reviewed the 2017 Profit & Loss statement and Balance Sheet as of 12/31/17.
 - B. Becky presented a revised draft of the 2018 Budget.
 - i. She advised that Symposium expenses were overstated by \$2,000 due to the low food and beverage minimum at the host facility.
 - ii. She reported that Rich requested a \$1,500 budget for Legislative Committee.
 - C. The Board approved the 2018 Budget with the two revisions.
- IV. Committee Reports**
 - A. Reserve Study Legislative Committee – Rich reported.
 - i. The committee will be meeting next week; he will provide any updates with recommendations.
 - ii. They continue to work on language for states without reserve legislation.
 - iii. Becky offered to call CAI MKE for LAC limitations; Mike too.
 - iv. A discussion ensued regarding a possible slot for a legislative presentation at the Symposium.
 - v. The committee continues to brainstorm on a legislative position paper.
 - B. Public Policies Committee – No report.
- V. Unfinished Business**
 - A. 2018 Symposium – Rob reported.
 - i. He will be collaborating with Roy to produce 3-4 white papers to present at the Symposium, such as disclosure/reporting and a uniform RS study.
 - ii. Becky had provided the contact list from the APRA database. Rob’s staff researched the online CAI RS list and compared to ours; an additional 50 contacts were added.
 - iii. \$100 was budgeted for a promotional postcard mailing.
 - iv. Reviewing the 2017 Symposium registration incentives; all agreed they should remain the same.
 - v. TEAM to eblast reminders one week in advance of the early bird rate deadline.
 - vi. Rob’s focus for the Symposium is to look inward for direction and policies vs. showcasing vendors/contractors as done at past Symposiums.
 - vii. www.PRAsystem.com was noted as a potential sponsor.
 - viii. Rob confirmed that his firm, Complex Solutions, will be a \$500 sponsor.

B. Membership

- i. Becky is to personally follow up with all non-renewed members. She will advise that they are at risk of losing the PRA designation and subject to a \$199 renewal fee if they miss the March 1st deadline.
- ii. Becky noted that PRA Seals do not currently have an expiration date on them. Rich advised PRAs are on an honor system. Non-compliance should be reported to the Board to protect our brand.

C. Newsletter

- i. Becky has collected communications from prior discussions and will email to the committee.
- ii. Newsletters are to include a feature article, a PRA profile, an industry article and provide updates on APRA activities and new members. The first feature article will be on the Symposium; Rich agreed to supply industry articles.

D. APRA Website & PRA Online Application. Mike to again email the link for approval.

VI. Membership Summary:

Individual Members

PRA Members 64

(10 not yet renewed)

General Members 20

(9 not yet renewed)

Affiliate Members 2

(2 not yet renewed)

Total Individuals 86

Member Companies

Reserve Study Providers 56

(10 not yet renewed; 4 intend to renew)

Affiliates 1

(Not yet renewed)

Total Member Companies 57

The meeting adjourned at 12:06pm CDT.

Next Board Meeting Conference call: Friday, March 16, 2018.

Respectfully submitted, Becky Fisher, TEAM, Inc.