

APRA

Association of Professional Reserve Analysts

Minutes APRA Board Meeting via Conference Call March 25, 2016

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

Unable to Attend: Ted Salgado

Staff: Debra Pass

- I. **Call to Order** – 3.25.16 Board Meeting convened at 11:00 AM CDT.
- II. **Meeting Minutes** – The minutes from the January 22, 2016 Board meeting were approved as distributed.
- III. **Financial Report as of February 29, 2016**
 - A. **Financial Report** - APRA's net income was \$8,084.15; total assets were \$35,795.73. February payment was made to TEAM, Inc. for \$1,193.62 (headquarters management and out of pocket expenses).
- IV. **Committee Reports**
 - A. **Branding Committee**
 1. **APRA Logo Redesign** – Rich presented the two final designs for the Board's consideration. Mike made a motion to approve the logo design on page 9 of the agenda packet; Roy seconded. The motion passed. Rich will request the final version in various formats, and the new logo will be announced at the Symposium. After the Symposium, Debra will distribute the new logo to the membership.
 2. **APRA Website Redesign/Wild Apricot** – The Board directed Debra to initiate APRA's Wild Apricot subscription. Rob made a motion for Debra to select a website theme, using her discretion, and start to develop the website, using information on the current website; Roy seconded. The motion passed. The Board discussed the idea of posting minutes on the website, but only for members' access. Roy made a motion to remove the minutes from the current website, and post the minutes on the members-only page of the new website; Megan seconded. The motion passed. Rich made a motion directing Debra to distribute the approved minutes, starting with January 22, 2016 meeting, to the membership; Roy seconded. The motion passed.
- V. **Unfinished Business**
 - A. **2016 Symposium Attendee Status Report** – To date, 32 people have registered for the San Jose Symposium. Debra was directed to send out the brochure a couple more times. Rich reported that the stucco speaker needed to cancel due to a death in the family, and he and Roy are working on finding a replacement. Roy was asked to forward the list of potential speakers to Debra to follow up.
 - B. **Membership Renewals Report** – To date, 55 companies and 78 members have renewed their membership, with two companies not renewing, and six companies unresponsive. Debra was directed to call the six companies to determine if they plan to renew.

- C. Nevada Education Initiative** – Rob reported that Nevada recently passed a law requiring reserve study providers to earn 3 hours of CE per year. He suggested that APRA should offer a 3 hour CE course twice a year, once each in the northern and southern parts of the state. Roy made a motion for Rob and Mike to develop a CE course for Nevada reserve providers; Rob seconded. The motion passed.
- D. Credit Card Usage Policy** – Debra presented the draft credit card usage policy for the Board’s consideration. Roy made a motion to approve the policy, limiting TEAM’s purchases using the credit card to \$500 without requiring the president’s approval; Megan seconded. The motion passed.

VI. New Business

A. Member Update Since the Last Board Meeting

New PRA Member:	Heather Hoptry PRA – John D. Beatty & Company
	John Erlandson PRA – The Helsing Group
New Reserve Study Provider Company:	Warton, Inc.
New Affiliate Member:	Reserve Analyst Software

Individual Members	
Total PRA Members	70
Total General Members	18
Total Affiliate Members	<u>2</u>
Total Members	90

Member Companies	
Reserve Study Provider	59
Affiliate	<u>1</u>
Total Member Companies	60

The meeting adjourned at 11:58 PM CDT.

Next Meeting Date: Friday, May 27, 2016 at 11:00 AM CDT, 9:00 AM PDT.

Respectfully submitted,

Debra Pass, TEAM, Inc.