

## Formal Meeting Minutes



Because ABI board members reside all over the country, it conducts most business via email. To make it possible to follow multiple conversations, each item offered for discussion and voting is given its own Formal Meeting (FM) Number. The table below summarizes the FMs that have been conducted throughout the term.

*For a record of previous terms' minutes, go to the [Archives](#).*

<b>FM # Date</b>	<b>Meeting Summary</b>	<b>Vote</b>
17-35 10-26-2017	<b>Reimbursement for JoinMe Annual Subscription</b> MLD moved that Marie Littlejohn Dunn be reimbursed \$255.71 for ABI's JoinMe annual subscription (COA #5250) via Chase QuickPay.	Yes: 10
17-34 10-7-2017	<b>Reimbursement for Office Expenses</b> GHT moved that GHT be reimbursed \$30.30 (27.99 + 2.31 Sales Tax) for the Samsung 130 MG Flash Drive she purchased with her personal credit card. Receipt is attached. COA 5250 A check may be mailed to: <address removed>	Yes: 10
17-33 8-6-2017	<b>Miscellaneous Reimbursements</b> SLK moved that she be reimbursed \$532.01 for Reunion 2017 charges including décor, various trips to the venue, bowling and golf scouting, and dinners during our off year Board Meeting/Reunion Planning Meeting	Yes: 10
17-32 6-28-2017	<b>Approval of the Nominations Report</b> MJP moved that the attached <a href="#">Nominations Report</a> be approved and posted online.	Yes: 10
17-31 6-21-2017	<b>Miscellaneous Reimbursements</b> MLD moved that the following reimbursements be made: <ul style="list-style-type: none"> <li>• \$354.46 to Marie Littlejohn Dunn.</li> <li>• \$29.02 to Tor Hermannsson via check sent to &lt;address snipped&gt;</li> <li>• \$70 to Daily Hugz via PayPal.</li> </ul>	Yes: 10
17-30 6-19-2017	<b>Memorial Gift in Honor of David Owen</b> MLD moved that ABI make a donation of \$100 (COA#6110) to Austin German Shepherd Dog Rescue in honor and remembrance of David Owen.	Yes: 9 Abstain: 1
17-29 6-15-2017	<b>Reimbursement for Board Service Gifts</b> MLD moved to reimburse Hirath Ghori for the expenses incurred to buy gifts to the Board members. Total cost is: \$551 (COA# 6110).	Yes: 10
17-28 6-10-2017	<b>Payment of the Final Bill to FL Hilton</b> LAG moved that we pay the Hilton \$47,215.06 for food and beverage expenses. Hilton will accept a check or wire transfer.	Yes: 10
17-27 6-8-2017	<b>Appointment of Sandra Kerr-Louchard to the vacant VP Position</b> MLD moved that Sandra Kerr-Louchard be appointed as ABI's Vice President for the remainder of the 2015-2017 term.	Yes: 9

17-26 6-9-2017	<b>Approval of the ABI Board Meeting Minutes from 5/26/17</b> ADN moved that, after additions and/or corrections, the attached minutes of the May 26, 2017 Board of Directors Meeting, be approved and posted to the ABI Website.	Yes: 9
17-25 5-26-2017	<b>Reimbursement to Tor for Miscellaneous Reunion Purchases</b> HAG made a motion to reimburse Tor Hermansson for an Ace Hardware purchase of tools to assemble ping pong tables.	Yes: 9
17-24 5-26-2017	<b>Reimbursement for Reunion Raffle Materials</b> DEK made a motion that she be reimbursed for an Office Depot purchase of raffle supplies.	Yes: 9
17-23	motion withdrawn in discussion phase	
17-22 5-20-2017	<b>Approval of the Q1 2017 Financials</b> TEL recommends that the Q1 financial information from the attached ABI Budget & Income report be approved by the Board for posting on the ABI website.	Yes: 9
17-21 5-20-2017	<b>Reimbursement for Miscellaneous Reunion Expenses</b> LAG moved that Apex Event staffing be reimbursed \$ 1,623.13 COA#7160. They will pick up the check from the hotel on May 24th.  She also moved that LAG be reimbursed a total of \$977.14 for the following items. Payment may be sent via Chase QuickPay  1. Badges: \$148.06 to COA#7111 2. Chromebooks/Printer: \$342.81 to #7122 and \$342.81 to #5250 3. Ping Pong Table: \$ 143.46 to COA#7121  LAG moved that MLD be reimbursed \$143.46 #7121 for Ping Pong table purchase. Reimbursement may be sent via Chase QuickPay.  LAG moved that 811 Marketing be reimbursed \$200 (7113). Payment may be paid by check.	Yes: 9
17-20 5-20-2017	<b>Reimbursement for Reunion Raffle Materials</b> DEK moved that she be reimbursed \$29.77 for the purchase of gift boxes, \$107.78 for Office Depot supplies, \$50.79 for signage, and \$66.05 for shipping of some raffle items to FLL Total of \$254.39 to COA 5820/5830. Payment may be sent to my PayPal account.	Yes: 9
17-19 5-14-2017	<b>Reimbursement for Miscellaneous Expenses</b> MLD moved that she be reimbursed \$608.81 (\$9.87 to #2810, \$238.94 to #7180, and \$360.00 to #6140). Payment may be sent via Chase QuickPay.	Yes: 9
17-18 5-12-2017	<b>Reimbursement for Reunion Brochures</b> ADN moved that she be reimbursed \$218.76 for 500 Reunion Brochures. COA 7111 and payment may be made to <address snipped>	Yes: 9
17-17 5-11-2017	<b>Acceptance of the Federal Tax Forms</b> TEL recommends that the tax forms be approved by the Board, filed with the respective tax authorities, and posted on the ABI website.	Yes: 9
17-16 5-6-2017	<b>Reunion Centerpiece Payment</b> ADN moved that we pay the following: \$552.64 to Super Wholesaler to be paid via	Yes: 9

	ABI Credit Card	
17-15 5-4-2017	<p><b>Reunion Goodie Bag Payments</b> LAG moved that we pay the following vendors as follows and assigned to account #7111 (Goodie Bag Expense): Objectivo: \$5493.38 to be paid via PayPal: <a href="http://ocreatives.com/en/payments/">http://ocreatives.com/en/payments/</a> 4Imprint: \$4056.02 to be paid via ABI Credit Card Discount Mugs: \$3793.42, to be paid via ABI Credit Card</p>	Yes: 9
17-14 4-26-2017	<p><b>Reimbursement for mailing check for ballot mailing</b> TEL moved that Tom Littlejohn be reimbursed \$23.75 (COA# 5322) for express mail postage for the ballot mailing payment. Reimbursement can be made via Chase QuickPay or BillPay.</p>	Yes: 9
17-13 4-19-2017	<p><b>Event insurance and Salsa Dancing Payment</b> MLD moved that a deposit of \$200 (#7113) be sent to Tony Lopez Productions and an event insurance premium of \$480 (#7170) be paid to Event Insurance Now.</p>	Yes: 9
17-12 4-5-2017	<p><b>Payment for Ballot Mailing</b> MJP moved to approve the following estimated expenses to be paid by check to DreamWise Marketing Solutions from the following accounts:</p> <ul style="list-style-type: none"> <li>• 5321 Ballot Printing = \$2,630.00</li> <li>• 5322 Ballot Mailing = \$ 2,023.50</li> </ul> <p>It is requested that the postage check be expressed mailed to DreamWise Marketing Solutions to exiated the production of this project. Any overage in the postage check will be credited to the final invoice for printing. The final invoice for printing can be sent via standard mail at the close of the production process.</p>	Yes: 9
17-11 3-25-2017	<p><b>ABI Bylaws Amendment Change</b> MJP moved that the bylaw text change to Section 5: Nominations approved by FM 16-6 be emended to the verbiage proposed below:</p> <p>“Nominations and voting preparations shall be completed in a timeframe that allows information regarding candidates and issues to be sent to the Brat membership in advance of voting deadlines. Voting may occur online, by mail or at the biennial ABI reunion. All ballots must identify the voting Brat. Results of the election will be available for inspection by any Brat at biennial ABI reunions.”</p>	Yes: 9
17-10 3-21-2017	<p><b>Approval of New ROC Director, and New Director At Large</b> MLD moved that Mary Ann Littlejohn be reimbursed \$159.43 (COA# 7122 - reunion equipment purchases) for purchase of ION Explorer Outback bluetooth speaker. Reimbursement can me made via PayPal to her account.</p>	Yes: 9
17-9 3-5-2017	<p><b>Approval of Reimbursement for Email Forwarding Service</b> DEK moved that she be reimbursed \$90.00 for one year of DuoCircle email service. (5400))</p>	Yes: 9
17-8 2-24-2017	<p><b>Approval of New ROC Director, and New Director At Large</b> MJP moved to make Liz Germani the Reunion Oversight Director and add Caroline Homolka-Masters (RT84) as Director at Large for the remainder of the 2017 term.</p>	Yes: 8
17-7 2-12-2017	<p><b>Approval for Reunion Registration Refunds and Comp</b> MLD moved to authorize ABI's treasurer to (1) issue reunion refunds according to schedule provided and (2) comp Sandra Kerr Louchard's registration fee.</p>	Yes: 8

17-6 2-3-2017	<b>Approval for payment of Reunion Table Decor Order</b> MLD moved that ABI pay the \$350 Suhail Ahmad PayPal invoice for reunion table toppers (#7191) so order can be processed.	Yes: 8
17-5 5-11-2017	<b>Approval for payment of Reunion Garage Ban Equipment</b> HAG moved that the ABI prepare payment of the rental costs and the deposit upon pickup of the equipment from the Guitar Center. 2 checks payable to Guitar Center will be written to cover (1) the deposit \$1380.00 (ABI credit card will be used to "hold" the deposit") and (2) the balance of \$1260. These checks will be sent to Sandra in advance so they are available on Tuesday, May 23. COA #7121	Yes: 9
17-4 1-30-2017	<b>Approval of the Q3 &amp; Q4 2016 Financials</b> TEL recommends that the Q2 financial information from the attached ABI Budget & Income report be approved by the Board for posting on the ABI website.	Yes: 8
17-3 1-27-2017	<b>Approval of 1.26.2017 Board Meeting Minutes</b> GHT moved that, after additions and/or corrections, the attached minutes of the <a href="#">January 26, 2017 Board of Directors Meeting</a> , be approved and posted to the ABI Website.	Yes: 8
17-2 1-26/2017	<b>Approval of 2017 Reunion Registration Fees</b> HAG made a motion to set the Registration Fee at \$95.00 and the Late Registration Fee an additional \$25.00 (\$120 total for late registration).	Yes: 8
17-1 1-26-2017	<b>Approval of the 2017 Reunion Budget</b> MJP made a motion to approve the budget proposed by the ROC.	Yes: 8
16-25 12-7-2016	<b>Reunion DJ and Photo Booth Deposits</b> MLD moved that ABI signs Miami Photobooth contract and sends deposits of \$200 (#7162) to Miami Event Photobooth and \$375 (#7113) to Gannon Studios for the Fort Lauderdale reunion.	Yes: 8
16-24 12-7-2016	<b>Approval and Deposits for Jacaranda Golf Course</b> MLD moved that ABI send \$500 tournament deposit (acct# 7143) to Jacaranda Golf Club. Credit card authorization form is attached	Yes: 8
16-22 11-14-2016	<b>Directors and Officers Liability Insurance Renewal</b> TEL moved that the board renews the directors and officers liability insurance policy for the annual premium of \$993.00 (#5600). Mailing address for payment is on invoice.	Yes: 9
16-21 10-19-2016	<b>Miscellaneous Payments/Reimbursements</b> MLD moved that she be reimbursed \$258.42 for suq order postage (\$41.06 - COA #5810) and Join.Me annual subscription ( \$217.36 - COA #5250) and that a bowling tournament deposit in the amount of \$50 (COA #7141) be sent to:  Manor Lanes Bowling and Sports Den Pub 1517 NE 26th Street Fort Lauderdale, FL 33305	Yes: 9
16-20 10-5-2016	<b>Reimbursement of Board Meals during ABI OY Board Meeting</b> HAG moved that HAG be reimbursed \$699.67 in meal expenses.	Yes: 9
16-19 9-13-2016	<b>Reimbursement for Travel to FFL for ABI OY Board Meeting</b> MJP moved that MJP be reimbursed \$381.76 for round-trip travel.	Yes: 9

16-18 9-13-2016	<b>Approval of OY Board Meeting Minutes</b> GHT moved that, after additions and/or corrections, the attached minutes of the September 10, 2016 <a href="#">Off Year Board of Directors Meeting</a> , be approved and posted to the ABI Website.	Yes: 9
16-17 9-10-2016	<b>Purchase Joineme.com Account</b> GHT moved to purchase a one year plan of joinme.com for the facilitation of Board and Committee Meetings. The cost would be \$239 COA 5220.	Yes: 9
16-16 9-10-2016	<b>Updating/Amending ABI Bylaws on the Ballot</b> MJP moved to place on the ballot the following suggested amendment to Section 5 of the Bylaws: the addition of the word "Electronic" to precede Mailing.	Yes: 9
16-15 9-10-2016	<b>Donations and Inventory Reduction of Ghutra Caps</b> MJP moved that the remaining (over 700) Ghutra Baseball caps be donated to a charity and that the remaining tennis visors & fishing hats be offered to brats for free at the reunion next May.	Yes: 9
16-14 8-14-2016	<b>Approval of the Q2 2016 Financials</b> TEL recommends that the Q2 financial information from the attached ABI Budget & Income report be approved by the Board for posting on the ABI website.	Yes: 9
16-13 7-30-2016	<b>Approval of the 2016-2017 Budget</b> TEL moved the attached budget for the 2016-2017 fiscal term be approved by the Board.	Yes: 9
16-12 7-20-2016	<b>Reimbursement for Travel to FFL for ABI OY Board Meeting</b> HAG moved that HAG be reimbursed \$315.70 for round-trip travel.	Yes: 9
16-11 7-19-2016	<b>Reimbursement for Travel to FFL for ABI OY Board Meeting</b> AEO moved that ADN be reimbursed \$286.20 for round-trip travel, and AEO be reimbursed \$518.70 for round-trip travel.	Yes: 9
16-10 6-21-2016	<b>Reimbursement for Travel to FFL for ABI OY Board Meeting</b> DEK moved that DEK be reimbursed \$226.96 for round-trip travel (COA #5510), and TEL reimbursed \$261.97 for round-trip travel (COA #5510).	Yes: 10
16-9 7-4-2016	<b>Reimbursement for Suq and Website Expenses</b> MLD moved that she be reimbursed \$52.20 for suq orders and web site expenses.	Yes: 9
16-8 6-18-2016	<b>Reimbursement for Travel to FFL for ABI OY Board Meeting</b> MLD moved that she be reimbursed \$157.96 for round-trip travel (COA #5510) from HOU to FLL via Southwest Airlines	Yes: 10
16-7 6-16-2016	<b>Reimbursement for Travel to FFL for ABI OY Board Meeting</b> GHT moved that she be reimbursed \$236.20 for round-trip travel from DFW to FLL via American Airlines.	Yes: 9 Abstain: 1
16-6 5-13-2016	<b>Approval of Federal and State Tax Forms</b> TEL moved that the tax forms be approved by the Board, filed with the respective tax authorities, and posted on the ABI website.	Yes: 9 Abstain: 1
16-5	motion withdrawn in discussion phase	
16-4 6-23-2016	<b>Motion to Dismiss DRH from the ABI Board Of Directors</b> HAG moved that Duane R. Hopple be dismissed from the AramcoBrats, Inc. Board	Yes: 9

	of Directors, thereby vacating his position as Vice President. ( <a href="#">DRH Statement</a> )	
16-3 3-22-2016	<b>Approval of Reimbursement for Scouting Expenses</b> AEO recommended that Sandra Louchard be reimbursed \$260.36 and check mailed to <address snipped> for reunion scouting expenses.	Yes: 10
16-2 3-15-2016	<b>Approval of Q4 2015 Financials</b> TEL moved that the Q4 ABI Budget & Income report be approved by the Board for posting on the ABI website.	Yes: 10
16-1 3-7-2016	<b>Approval of Reimbursement for Email Forwarding Service</b> DEK moved that she be reimbursed \$59.95 for one year of DuoCircle email service	Yes: 10
15-72 1-7-2016	<b>To sign contract with Hilton Marina for Reunion 2017</b> The Reunion Oversight Director moves that the Board accept the terms of the Marina contract. ROD further moves that the contract be signed by HAG and returned to Diana Gavin..	Yes: 10
15-71 12-24-2015	<b>Approval of Q3 2015 Financials</b> TEL moved that the Q3 <a href="#">ABI Budget &amp; Income report</a> be approved by the Board for posting on the ABI website.	Yes: 10
15-70 12-16-2015	<b>Payment for Site Visit Travel Expense</b> AEO moved that EZ RENT A CAR be paid \$172.33 for charges incurred during the Site Visit.	Yes: 10
15-69 11-3-2015	<b>Approval of Minutes from 11-3-2013 Meeting</b> GHT moved after additions and/or corrections, the <a href="#">attached minutes</a> of the November 3, 2015 Board of Directors Meeting, be approved and posted to the ABI Website.	Yes:4  <i>Only elected Board Members voted</i>
15-68 11-3-2015	<b>Appointment of Directors for 2015-2017 Term</b> HAG moved the BOD approve the following slate of officers.  o Annie Oskam, Reunion Oversight Director o Melanie Penoyar, Director at Large - Nominations o Marie Littlejohn Dunn, Publications Director o Amber Perkins Neal, Database Director o Dawn Kolb, Website Director o Liz Germani, Director at Large	Yes:4  <i>Per the bylaws, only elected Board Members voted</i>
15-67 11-3-2015	<b>Approval for Insurance Payment</b> TEL moved that the invoice from Philadelphia Insurance be paid in the amount of \$943.00, the one year premium for Directors Insurance.	Yes: 4  <i>Per the bylaws, only elected Board Members voted</i>