

# Board of Director's Meeting

## SGV BUA

**8/24/2020 – Zoom meeting**

Roll Call

### **Board Members:**

**Jim De La Torre** - President – present  
**Jeremy Hamlett** – Vice President - present  
**Tim Triplett** — Secretary\Treasurer - present  
**Will Fortner** - present  
**Mike Martinez** - present  
**Darren Winkley**- instructional chair - present  
**Phil Diprima** – Assigner – present  
**Richard Ilizaliturri**– present  
**Luis Ortiz** –present  
**Jack Johnson** - present

Jim called the meeting to order at 6:08pm. **Mike motioned to accept the minutes from the last meeting, 7/27. Richard seconded the motion. Everyone voted and approved the minutes from the last meeting.** Jim asked if anyone had anything to add to the agenda. Jim said there was an email blast that went out stating that the Southern Section IC position is open. Brad **Hunderford** will no longer be the Southern Section IC. The email was to let general membership know that anyone who is interested can apply. **Mike motioned to approve agenda as is. Luis seconded the motion. Everyone voted and approved.**

### **Open Forum:**

- Nothing to report.

### **President's report – Jim De La Torre:**

- Nothing to report.

### **VP's Report - Jeremy Hamlett**

- Nothing to report.

### **Secretary\Treasurer report - Tim Triplett:**

- Tim will be emailing out the projected budget for next year.
- Tim did not include the assigner and IC on the agenda since we are having this meeting to hire them. They can still talk but that is why they are not listed.
- If anything needs to be discussed, we can put Darren and Phil in a breakout room.
- **Richard made a motion to forego the interview process since Darren and Phil are both returning contracts. We move forward and take a vote on hiring or not. Jack seconded the motion.** Tim said we should have discussion to make sure Darren and Phil have nothing they want to add. Darren and Phil both had no special requests prior to the vote. **Everyone voted on Richards motion to forego the interview process. Everyone approved the motion.** Now we need to get a contract together for them to sign. Darren and Phil are both hired. Jim said we

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need a list of instructors from Darren so that if he is not available because of football season getting pushed back, which it looks like it might, someone else can fill in. Jim said we would like one or two names that the board can approve as fill-ins for Darren should it be needed. Mike asked if Darren shouldn't have an assistant? Mike said he wants to make sure the people stepping in for Darren would do things according to Darren's instruction. Jim said that whoever is approved will follow Darren's instruction, not their own.

- Tim shared the projected budget. Mike asked if Tim would be sending a copy of the budget and he said yes. Only thing that is different from years past is instructional materials is \$0. We have not been charged for materials and he doesn't know if we will. This item could change.
- Jim asked Tim how the first audit committee for the CBUA went. Tim said it went well. They discussed different ways to help Bob with the process. A few members are going to meet with Bob to go over receipts. They have everything for the past season but not the season prior and they are trying to get all that together. Richard, Kevin and Marty on the committee are going to meet with Bob to get further clarification on his expenses. After that they will present some recommendations and take-a-ways to help them keep the process open and transparent. Jim asked if Brad had been paid for his services last season and Richard said yes. One thing that was concerning was that Bob should not write his own checks and this is one thing that will be changed. Richard said this is also a budget committee not just audit. There was discussion of doing digital books.
- Tim asked if there were questions about the projected budget. Tim wants to reach out to the insurance companies and Arbiter to see if there are any discounts being offered. Once he finds out he will then email out the working budget. Jim asked if materials cost the same as last year how much would that be? Tim said about \$1600 so the total budget would be about \$6100.
- Jim talked to Allen and they are trying to find out how much we can save if CBUA purchases insurance from NASO for all units and then they collect from each unit for the members. This wouldn't happen this year but maybe next year. It would be collected thru the kits. Tim said insurance should be the same this year unless they can make changes sooner.
- Membership dues – Jim asked if we have the same number of members and leave the dues the same can we cover our budget? Tim said yes we could cover all our fees. Jack asked the final number of members we had. Phil said mid to high 50's. Jim asked if we want to leave fees the same or raise them? Tim said as long as CBUA doesn't charge us or charges a reduced fee, we are ok to leave our fees the same. Jim said let's assume we are going to be charged so that if we don't get charged, we have extra money. Mike said if CBUA doesn't charge us, shouldn't we do the same to our members? They may ask why we received a reduction and they didn't. Tim said once we know what we will be charged we can decide how much we can reduce fees for users. Jim said we can't wait to decide our dues, we need to do it now. Tim said we could keep it the same and then issue refunds if we need to. Right now, we need fees so we can get bills paid. Jack asked how much did we end the year with, like \$1200? That isn't a good reserve. Jack thinks we should keep fees the same and tell them we need to have a reserve. Jim said instead of giving a reduction we tell the members it is going into the savings for the unit. Richard said we should address as we have to and don't say anything other than dues are same as last year. Tim said if we set a penalty, we can waive it or extend it. **Richard made a motion to leave fees at \$105 due Nov 30 and \$130 if after that.** Jack suggested making them \$95 Oct 30 and then \$105 by Nov 30 and then \$130. Tim said the baseline is \$105 now. **Will seconded Richards**

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**motion. Everyone voted and approved.** Darren said we might want to lower fess for those who pay before end of Sept. Our unit has the lowest fee of all the units. Jim asked if any board members want to propose a discount if anyone pays before end of Sept. **Jack made a motion to offer a discount of \$95 for anyone who pays before Sept 30. Tim seconded the motion.** Jeremy thinks since we don't have a reserve, we should not offer a discount. We didn't have a banquet this year which is when we usually get money and hopefully officials understand that. **Everyone voted. Yes 2 and Opposed 5. Does not pass.**

### **Action Items:**

- Tim asked if Brad resigned. Richard said Brad wasn't willing to work with the Executive Council on things. Brad has not been a member in good standing for over a year and that was a concern, so they decided to open the position. Members of the board must be members in good standing. Jim repeated that the Southern Section IC position is open for anyone in good standing and interested in applying.
- Tim is sending an email to the unit letting them know Darren is returning as IC and Phil is returning as Assigner. Jim said next meeting will be to discuss the contracts and approve them. Richard asked if everyone can have a copy of the contract. Tim asked who is in charge of the Assigner and IC committees? Jim said the board will put the contract together not the committee. Tim said it shouldn't be 10 people heading it, just the people in charge of the committees. The board will then approve it. Jack asked if we had existing contracts, everyone said no. Jim needs to appoint committee heads. Jim said he will make recommendations for the head of the IC and assigner committees. We will send an email to vote for the committee chairs and then they can start working on the contracts. Mike said in previous minutes Richard volunteered to head the IC committee. Richard said he will do it. We just need someone for the Assigner. Richard read the section in the by-laws and doesn't see anywhere that says we have to have a committee to do contracts. Jim would like to get it all done by next board meeting so we can approve, but he doesn't think it is possible to get done by then. Phil said the contracts for him and Darren are very important and he doesn't feel it should be given to a committee member, it should be someone on the board. Once it is created the board can approve. Tim said he will review the sample contracts and create one and get it to the board for review

### **Discussion Items:**

- Richard said Jim should have committee chairs by next meeting. Jim will have nominations for next meeting.

Next meeting will be **Monday, September 21st at 6:00pm**. Darren probably can't make it.

Jim adjourned the meeting at 7:14pm.