

GA-EPPC Board Meeting December 1, 2003

Attendees: Jim Allison, Chuck Bargeron, Leslie Edwards, Connie Gray, Malcolm Hodges, Elaine Nash, John Taylor

The first part of the meeting was devoted to organizational issues; the second part to the proposed workshop.

Organizational Issues

Secretary

One-page summaries of the meeting minutes will be posted to the SE-EPPC web site.

Treasurer

Federal obligations – Susie Morton prepares SE-EPPC's federal tax returns, and will need a report from the GA-EPPC every year. This year she needs an email message stating that there was no activity for the fiscal year ending 9/31/03.

Checking account – GA-EPPC must establish a checking account. Tony Pernas of SE-EPPC should be able to give Elaine a status report as to current finances.

Tax exemption status – Jim said he talked to Brian Bowen in July of this year, forestalling removal from the Tax Exemption umbrella.

Dues structure/Membership time periods – Dues are paid annually. Memberships will run from January 1st to December 31st of each year. In the past, GA-EPPC did not have a month when dues are due, but a deadline is necessary for membership renewal notices. Thus, we must move quickly to solicit dues and activate memberships by January.

Membership lists/Membership appeals – Elaine Nash, as Treasurer, will maintain the membership list because she is sending out dues reminders. Connie and Elaine will merge their current respective lists of potential members. Elaine will email a membership appeal to everyone on the merged list. A membership leaflet will be snail-mailed to prospective members that do not have email addresses. All membership appeals must be sent out by January 1st 2004.

Next Meeting

The next Board meeting will be held by March of 2004. General membership meetings will be held twice a year.

Proposed Workshop

Potential speakers, trainers, formats, topics and locations for the workshop were discussed. Connie will organize up a workshop-planning meeting with the workshop committee, to be held soon after January 20, 2004. The committee will come up with recommendations and email them to the Board.