

**FBD Board of Directors Meeting
March 13, 2013, Wednesday
Albuquerque Convention Center
MINUTES**

PRESENT:

Lucia Sigmar, ABC-SW
Randy Wallter, ABC-SW
Kimberly Merritt, ABIS
Ann Wilson, ABIS
Jeff Miller, SWCRA
Irfan Ahmed, SWCRA
Syed Harun, AIBSW
Dan French, SWFA
Julia Kwok, SWFA
Vaidas Lukosius, ACME
Carolyn Conn, AAA-SW
Tom Jones, FBD Historian
Susanne Toney, SSE
Janet Bailey, SWDSI
Carl Rebman, SWDSI
Steve Horner, SWAM
Christine Miller, SWAM
Mary Fischer, FBD Journal Editor
Chu Nguyen, AIBSW
Larry Garner, FBD President
Tom Tolleson, FBD Program Chair
Betty Kleen, Past FBD President and Executive Director
Michelle McEarcharn, FBD Executive Director
Barbara Davis, FBD Secretary/Treasurer
Marshall Horton, FBD Program Chair Elect
Marsha Bayless, Immediate Past FBD President
Jason Conville, FBD Webmaster

1. President Larry Garner called the meeting to order and welcome everyone at 2:06 pm. Documents were distributed. Each person in the room introduced themselves and stated their role in the various Associations. Minutes from March 3, 2012 were approved and passed unanimously. Minutes from February 29, 2012 were distributed. They had been approved on March 3, 2012.

A Program Chair Tom Tolleson provided his program chair report. Program Chairs stood at Tom's request and applause and appreciation followed. Tom was recognized for his hard work; applause followed. He listed the following: 235 session are on the program. 691 papers are being presented.

and 21 meal functions are on the agenda. He mentioned some overview comments about the Program. Jason Conville, webmaster, was introduced and thanked.

B. V-President/General Program Chair Elect Marshall Horton - Sheraton Dallas is the site for 2014. He asked for a notification of all the Program Chairs since he does not know all the Associations 2014 Program Chair. The Program Chair meeting is Saturday, March 16 at 8 am. Boot Camp dates will be decided at that meeting. The meeting date will be decided on Saturday, March 16.

C. Secretary/Treasurer Barbara Davis reported on the prior minutes, Registration Report, and Financial Report. Decision followed related Several comments related to suggestions on how to reduce conference costs. Discussion followed related to the 10 day policy for no refunds if within 10 days of the conference. Executive Council will provide a statement of refund

D. Placement Director Carla Barber -The number are low: 5 employment and 6 applicants. The website is now set up to handle placement year round. Suggestions were mentioned to increase the use of this opportunity.

D. Historian Tom Jones gave a report regarding the history of FBD. He circulated copies of documents to highlight some of the historical meetings He said Sam Bruno "was the glue that held this organization together." Applause followed.

E. Marketing Director Alex Sharland - New Orleans generated a very low amount of vendor revenue. Exhibitors now have three levels of participation - provide their materials in a booth with no personal contact, provide a booth with their representatives and provide a list of participants He mentioned the changes in the exhibit area with additions of sofas and tables and a more social area for attendees. Discussion followed related to the relationship of FBD with McGraw-Hill.

F. FBD Journal Editor - Mary Fischer - provided a report on the progress of the journal. The Editorial Review Board now has 27 members. She discussed the turnaround time anticipated for reviews. Best Paper awards will not automatically be published. She is hoping for a 25% acceptance rate. The submission rate is \$40 per paper. Cases are invited as well as papers.

G. Executive Director Michelle McEarcharn provided a report on the emailings that were sent, sponsorships, the meet and greet reception, and other events for the conference. Thursday from 6 to 10 pm a motor coach will be provided to Old Town for anyone wishing transportation to that area. New event - Lunch with the Exhibitors - boxed lunches will be sold for \$6 both Thursday and Friday at noon. The Awards Dinner is tonight - Ballroom B - and must pick up your badge outside the ballroom. Current conference contract - two hotels plus the convention center are included. Food and beverage contract is for \$40,000 new we are at \$42,000, so it has been met. Hyatt - room block has been met. Double Tree - room block has been met. Audio visual is set up in each meeting room - LCD projector, screen and power for each room. Any problems - must contact Michelle. Both hotels have internet access. Program Chairs were told to check their hotel bills for complimentary nights - it should be 2. Call for Papers 2014 is being distributed at the time of registration. Applause followed for Jason.

H. President Larry Garner invited all to the President's Reception after the Awards Dinner.

II. Nominations for FBD Officers - Immediate Past President Marsha Bayless reported on the result of the nominations committee. Tom Tolleson is nominated for President. Ann Wilson is nominated for Program Chair Elect. No nominees for Director of Registration. Marshall Horton is the current Vice President Program Chair Elect and he will chair the 2014 Dallas conference. Voice vote for Tom Tolleson for President - unanimous vote. Voice vote for Ann Wilson Vice President Chair Program Elect 2014 to become the Program Chair for 2014. Voice vote for Ann Will for Vice-President Program elect - unanimous vote.

III. Future Conference Sites

A. Dallas Sheraton, March 12 - 15, 2014. Conference rate is \$149 per room - no matter the size. 1054 rooms contracted with 70% attrition rate. Food and beverage minimum is 40,000.

B. Hyatt Houston, March 11 - 14, 2015. Conference rate is \$142, \$159, \$171 and \$189 single, double, triple and quad. 1185 contracted nights with 75% attrition rate. Food and beverage rate is \$35,000 and they provide one coffee break - value of \$2500.

C. President Garner appealed to all the Associations to consider their food and beverage usage for future conferences to their members.

IV. New Business

A. Tax exempt status for FBD - Tom Jones read from prior minutes regarding the tax exempt status.

B. Door prizes for the Meet and Greet were mentioned. Several comments related to special events and contests were announced.

Meeting ended at 4:10.