



BOARD OF DIRECTORS TELECONFERENCE

May 7, 2008

Attendees: President Gregory D. (Greg) Hyland; Secretary Debra A. (Deb) Bourbeau; Member-at-Large Becky J. Bryant; Past President Ronald L. (Ron) Buchholz; President Elect Stephen J. (Steve) Mastro; Member-at-Large Deborah J. (Debbie) Smith

Absent: Treasurer Laurence E. (Larry) Gordon

The teleconference was convened by President Greg Hyland at 1:00 P.M. Eastern Daylight Savings Time.

OLD BUSINESS:

- Approval of April 9, 2008 Teleconference Minutes

A motion was made by Buchholz to accept the minutes from the March 5, 2008 teleconference call. Smith seconded the motion. The motion carried unanimously.

NEW BUSINESS:

- 2008 Professional Development Conference – Columbus, Ohio

The board entered into discussion regarding the save the date card. Buchholz reviewed the details on the card with the board members. The board's concern is that the card has not yet been approved by the Board and needs to be sent out to the membership ASAP.

A motion was made by Buchholz to accept the card. Mastro seconded the motion. The motion carried unanimously.

Steve will contact Gina regarding the card's approval. Two minor adjustments are to add a space after "10," and to remove the dot in front of the www in the academy's address line.

Hyland requested information from Mastro regarding the budget. Mastro explained that speakers have changed and are currently being finalized, hopefully by the end of the

week. Once speakers have been secured, the speaker costs will be determined and that piece of the budget will be set.

The past five conference committees have used the On-Line Registration System, developed by the Academy. Bill Herman has been the Academy's contact to the vendor (Jason Bonds) as well as for the on-line payment system, Pay Pal. It was noted that the On Line Conference Registration System and the Pay Pal payment System are two distinct systems. Mastro will speak with Gina regarding the status of the in-house registration system she has discussed. The board will request information from Gina regarding why Ohio would prefer to use their own system, rather than the system of record and what is the status of the Ohio system and its cost.

The board is concerned with the amount of rooms specified in the contract with the hotel for the conference and the current economy. Hyland asked Mastro what he thought of doing a 10% reduction of rooms across the board. This would bring it down to 558 rooms for the conference dates. The rooms would be released back to the hotel for sale as they have two other events running at the same time as our conference.

The Ohio Conference Committee has mentioned an event on Wednesday, after the HOD to the Rock n' Roll Hall of Fame in Cleveland, Ohio starting at 12:00 PM. Scheduling this event on Wednesday will require those attending to stay an additional night after the conclusion of the Conference. The Board Members would not be able to attend this event due to the scheduling of their Board Meeting and the Conference Close Out Meeting both scheduled to occur after the HOD Meeting concludes. Many HOD Delegates book their travel home the afternoon after the HOD Meeting, which will preclude them from attending the event as well. It was also noted that the Ohio CPM Program Graduation is scheduled for Wednesday afternoon beginning at 1:00 P.M. Also, Gina had previously requested Academy Board Member participation that afternoon at Ohio's Graduation Ceremony.

Mastro will call Gina today for additional details on the Graduation and determine if the graduates are required or encouraged to register and attend the Conference. Mastro will also speak with her about the Board's concern regarding the Social Event on Wednesday and possibly not having much participation for the event.

Hyland will call Bill Herman today regarding the on-line registration system and the Pay Pal system. He will request preliminary information from Bill on the timetable to have the system up and ready to receive registration information. The Board also would like to have one or two additional people trained for succession planning regarding the registration system and payment system. The Board thanks Bill for his assistance over the years and volunteering to assist again this year with the registration process.

The Board scheduled a teleconference on Tuesday, May 13th to speak with the Ohio Chair's regarding the upcoming conference.

Items for the teleconference call include the following:

Reducing the number of hotel sleeping rooms in the current contract
Manual registration Form
of Projected Attendees, including Ohio Society Members and Ohio CPM Program Graduates
Status of Ohio On-Line Registration System and need to get the system up and operational ASAP
Final List of Speakers/Costs/Sponsorships
Participation of Ohio Graduates
Registration Fees
Rock & Roll Hall of Fame Tour
Finalize Social Events

OLD BUSINESS:

- New Society Formation Update

Buchholz reported that the Nevada/Nebraska and Iowa Societies are working on development of their by-laws and seeking their non-profit status. He will follow-up with the Societies in June for further updates.

- Update on Document Scanning

Smith reported that the scanning project is ongoing and will hopefully be completed in June. Buchholz mentioned that Bobbie Ann Clark was known unofficially as the historian and may have some files in her possession. Tom Patterson has files in his possession that he accumulated during the writing of the Academy's History. Smith only has the records that Julie Felice and Judy Dennis provided to her. Smith has received nothing from either of those two individuals. If Patterson or Clark provided information to Julie Felice, than it would be on the disks. Buchholz also mentioned the Conference Closeout reports that never got into archives for scanning purposes. He will work with Bill Herman and Larry Totten to provide Smith with a complete set of the Conference Closeout Reports in June for the past seven years.

- Discussion regarding designating a charity for Academy Support

Tabled until the June teleconference call.

The June conference call was move to Monday, June 9, 2008 11:00 a.m. (MST)

The teleconference adjourned at 1:58 P.M. Eastern Daylight Savings Time.

For Distribution:

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Respectfully submitted by:

Debra A. Bourbeau, CPM, Secretary, AACPM

For Distribution:

Original Signature on File

Respectfully submitted by:

Gregory D. Hyland, CPM, President, AACPM