

HOUSTON CHAPTER BOARD MEETING MINUTES

November 28, 2017

LOCATION: 3737 Buffalo Speedway, Suite 1200, Houston Texas

MINUTES: Rhonda Bowles

ATTENDEES:

Dustin Adler	Chuck Vojtech	Erin Wilson
Dustin Adler	Sean Leich	James Sandoz
Rhonda Bowles	Bill Fairbanks	Wade Arnold

AGENDA:

1. **Call to Order:** President Bill Fairbanks, 2:04 PM
2. **Minutes Approval for October 30, 2017:** Motion to accept by James Sandoz, Second by Chuck Vojtech. Motion carried unanimously.
3. **Finance/Administrative:**
 - a. Treasure Report - Dustin Adler and Wade Arnold
 - b. Checking account status
 - c. Golf Revenue update to be available at next Board meeting
 - d. Promote Email advertisements as source of income
 - e. Promote Website advertisements – update to be available at next Board meeting
 - f. Schedule date and committee to discuss other fund raiser opportunities
4. **Chapter Insurance:**

Discussed purchase of general liability insurance thru EMC Ins. (Employers Mutual Casualty) in the amount of \$1000.00. Motion to accept by Erin Wilson, Second by Chuck Vojtech. Motion carried unanimously.
5. **Member Services:**

Chuck Vojtech

 - a. January 22, 2018 Chapter Meeting at HESS location; Topic is *Local Economic Outlook* by Pat Kiley. Honorarium in the amount of \$250 for Pat Kiley. Motion by Wade Arnold; Second by Sean Leich. Motion carried unanimously
 - b. February 2018 Chapter topic to be discussed next Board meeting. Location is United Way, Michelle Martin, AMPartner, to make logistical arrangements.
 - c. December 11, 2017 Holiday Happy Hour & Toy Collection – Location is South Bank, 702 W Dallas 77019; Toy donation recipients are children in CPS care.
6. **Public Services:** To be discussed at next Board meeting.
7. **Professional Development:** To be discussed at next Board meeting.
8. **Other Business:** None
9. **Closing Comments:**
 - a. Consider Chapter meeting venue locations for discussion
 - b. Planning meeting scheduled for Monday, January 8, 2018, 2:00 PM via ZOOM or Skype
 - c. No Board meeting scheduled for December 2017
10. **Adjournment:** Motion by Chuck Vojtech, Second by Erin Wilson