

**Minutes of IFCA Board Meeting, by Conference Call.
Wednesday, 28 March 2007, 13:37 GMT.**

Present: Stuart Schechter, Director, Chair
Hinde ten Berge, Director, Vice President
Jean Camp, Director, President
Ray Hirschfeld, Director, Treasurer
Burton Rosenberg, Director, Secretary

Minutes

- Meeting called to order 13:37 GMT/9:37 EDT.
- Minutes from last meeting were distributed for final comments.

Review of Action Items

- Stuart says that Chris has not moved forward on Barbados proposal, fearing duplication of effort between him and Ray.
- Ray has talked with Puerto Rico about releasing hotel block.

Main Agenda

- Stuart moves that a standing date for board meetings be set at the second Wednesday of each month, 9:30 EDT, currently 13:30 GMT. Stuart calls for consent and motion carries unanimously.
- The board will meet May 9, 9:30 EDT. To be determined by end of this meeting if board will meet April 11, 9:30 EDT.
- Ray notes that he has presented preliminary proposals for Cozumel and Barbados.
- Jean suggest we move ahead with one of the preliminary proposals rather than wait for approval of the Location Proposal Guidelines.
- Stuart asks that we accept Guidelines and redo the proposals to conform.
- Jean asks Stuart for specific lacks with the Cozumel proposal.
- Stuart wants a student plan. Ray produces his student plan: that students stay in an alternative hotel and that a day pass to the conference hotel be included in the registration fee. Indeed, he intends to propose to the hotel that it reduce the room rate by its volume rate for the day pass, which is \$38 a day, and to pay this amount to the hotel out of the Master Account for each registrant, whether they stay on site or not. He has yet to talk to the hotel about this.

- Stuart thinks that we should always check with Trip Advisor. For this location, he has, and it is positive. Ray thinks that is good advice, but reminds all that he has personally visited this hotel.
- Jean asks that we make a list of items necessary for location approval.
- Ray will block 60 rooms and expects 80 attendees. He also proposes new conference date of January 28 through February 1, as the hotel is no longer available for the dates previously considered.
- Stuart wants written proposals from the hotel. Ray feels that the email from the hotel suffices. He will post information to the wiki as it becomes available, and email the hotel a summary of agreements as posted to the wiki.
- Ray moves the following motion; Stuart seconds; all approve and the motion carries.
Resolved: That Cozumel shall be the location for FC08 contingent on resolution of the following three issues:
 1. To confirm plan by which hotel charges room rate and guest pass separately, and that the guest pass will be paid from the master account for all conference registrants;
 2. To confirm that all conference facilities are included in the quoted rate;
 3. To provide release dates for the room block.
- Ray sets a June or July deadline for FC09 location proposals.
- *Action Item:* Stuart to talk to Chris about Chris talking to Ray about Barbados.
- PC and GC of FC09 was considered and eventually tabled by Ray for further discussion.
- Stuart moves — *Resolved:* that the board adopt the Location Proposal Guidelines and that they be placed on the agenda for review at the next board meeting. Ray seconds. Ray, Stuart, Hinde and Jean For; Burt Against; Motion carries.
- Discussion of Workshop attachments. Several workshops were proposed for attachment to IFCA. Jean states that USEC should be connected with FC. Ray and Stuart agree.
- *Action Item:* Jean to ask Rachna that she attend the next board meeting for the purpose of advising on the selection of the PC of USEC08.
- Stuart would like the board to seriously consider the Workshop Governance Issue.
- It has been decided to hold the April 11 board meeting.
- Ray calls to adjourn, Stuart seconds, all agree. Meeting adjourned at 14:53 GMT/10:53 EDT.

End of Minutes _____