

Minutes of IFCA Board Meeting
Wednesday, 16 May 2007, 13:35 GMT.
By Conference Call.

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 13:35 GMT (9:35 EDT).
- Board accepts minutes of meetings for March 20, March 28 and April 11.
- Board instructs Secretary to post a list of all Action Items as has had been done in the past. There was a discussion of Action Item management, in particular, whether Action Item should be posted to the Wiki or in the Minutes. Review of Action Items postponed until next meeting, when there is a list of action items. Action Item for Burt: to make a list of action items.
- Conference call facilities discussed. Action item for Stuart and Ray: to make inquiries regarding conference call facilities.
- Date for next meeting set: June 6 at 13:30 GMT.
- Voting Proposals: Action Item to post voting proposals to Wiki for discussion at the July meeting.
- Change of directors filing has been done.
- Action Item for Burt: to get a copy of the IFCA Bylaws as filed from ACORN, and to check on the status of the Annual Filing, by next meeting.
- Expense reimbursements: Ray ask the reimbursement requests be submitted once per quarter. He would like to wrap up all outstanding requests immediately.
- Audits: Ray suggests that full audits be scrapped. Books are audited from 1999 through 2002. There is a *Notice to Reader* for 2003. Ray suggests that he put books in order and then present the books to the membership for acceptance, instead of an audit. Action Item for Ray: to put the books in order.
- Outstanding hotel charge for FC07. Ray to speak with Gemma in Trinidad to settle matter.
- Registered Office Charges: Bell has asked for a raise in the cost this service. Action Item: Burt and Ray to look into alternatives and have issue settled by January.

- FC08 planning: Location provisionally Cozumel, until settling of three issues:
 - That all equipment be included in rate. The hotel does not have a P.A. system and video projection system and therefore is not in rate. Ray is looking into have this paid by the Tourist Board, otherwise it will be \$450 per day.
 - Room block has a 6 week cutoff, after which price will be held as long as rooms remain in block.
 - That hotel rate be net of day pass, and that day pass be embedded in registration fee and charged to the Master Account. Ray does not have a definite answer on this. Stuart warns that hotel fees should not be excessive to avoid exceeding per diem guidelines and as a matter of appearance. He also warns that cancellation policies of hotel and FC registration might conflict, causing administrative overhead for such “subsidies.”
- The following was moved by Ray, seconded by Jean, and all were in favor. It was thereby:

Resolved: That FC08 be held at El Cozumeleño Beach Resort, in Cozumel, Mexico, from 28 January through 31 January, 2008.
- Chairs for FC09: discussion tabled.
- Workshop: Ray notes that the USEC community has not provided a workshop proposal and suggest alternative workshops to be held in connection with FC08.
- Adjournment: Ray moves to adjourn, Jean seconds, all in favor. Meeting adjourned at 15:00 GMT (11:00 EDT).

Appendix: Agenda for this meeting _____

1. Administrative:
 - (a) Conference call hosting
 - (b) Voting Proposals
 - (c) Change of Directors Filing
 - (d) Expense Reimbursement
 - (e) Audits
 - (f) FC07 outstanding hotel charge
 - (g) Registered office charge
2. Location proposal guidelines
3. FC Conference Planning

- (a) Location for FC08
 - (b) Chairs for FC09
4. USEC08
 5. New business

Appendix: Review of Action Items _____

1. Burt to make list of Action Items, by next meeting.
2. Stuart and Ray to find new conference call facilities, by next meeting.
3. Voting proposals posted to Wiki, before next meeting.
4. Burt to get IFCA Bylaws as filed, by next meeting.
5. Burt to check on status of Annual Filing, by next meeting.
6. Ray to put books in order for presentation to membership.
7. Burt and Ray to decide on IFCA Registered office, by January.
8. Stuart to work with Chris Thorpe and Ray to assemble Barbados proposal for 2009.
9. Treasurer to close FC06.
10. Board to discuss the continued attachment of USEC and FC.
11. Ray to present location proposal for FC10 by October 2007.
12. Next Meeting: June 6 at 13:30 GMT.

End of Minutes _____