

**Minutes of IFCA Board Meeting**  
**Thursday 23 September 2010, 16:00 GMT.**  
**By Conference Call.**

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**Present:** Ray Hirschfeld, Director, Treasurer, Chair  
Sven Dietrich, Director  
Andrew Patrick, Director, President  
Burton Rosenberg, Director, Secretary

**Minutes**

- Meeting called to order 16:01 GMT/12:01 EDT.
- The chair moves to accept the minutes of the last meeting. The chair calls consent; upon hearing no objection, the minutes are accepted.

***Review of Action Items***

- It is believed that George has informed workshop chairs of the acceptance of their proposals.
- Steven to present a preliminary budget to the board. *Action Item:* Ray to talk to Steven to present a preliminary budget to the board.
- *Done:* Fabian to get the amount of deposit, and the address to which Ray will send a US check.
- *Done:* Ray to send Fabian contact from the St. Lucia Tourist Board for possible entertainment or other support.
- *Done:* Ray to send check for deposit on FC11 contract by Friday, August 27, by DHL, and Ray has acknowledgement of the receipt.
- *Continuing:* Andrew to submit a second letter of reference to conclude due diligence to C.E.G.
- Directors have provided support requests to Steven, except possibly Jon.
- *Continuing:* Ray to present final FC10 budget.
- *Continuing:* Burt to look into commercial liability insurance. To be discussed today.
- *Continuing:* Andrew to contact Dan Schutzer and John Fricke of FSTC/BITS by next meeting.

***FC11***

- A general discussion including sponsorship, air travel and airport pickup.

### **FC10**

- It was confirmed that the proceedings had arrived. Ray is paying all invoices for the proceedings.
- Budget wrap-up is proceeding. Waiting for sponsorship funds from Everbank.

### **FC12/FC13**

- Ray to visit Thailand next week to nail down details of an FC12 in Thailand or Japan.
- Ray asked if another member of the board could accept the invitation to attend a workshop for Central American destinations.
- Barbados and Jamaica are still possibilities for FC12, if the Asian destinations do not work out.

### ***New and concluding business***

- An insurance quote from ARC International was forwarded to the director's list. For a premium of 391 Euros, the insurance provided 2,000,000 Euros public liability per event, cancellation and abandonment insurance to 46,000 Euros, etc. A comment was that liability coverage should be throughout the year, not just for the event. Another comment was that loss of revenue protection was less important, as we usually work with refundable deposits.
- The next meeting is set for Thursday, October 28, 16:00 GMT/12:00 EDT.
- Andrew notes that, according to the CFP, poster submissions are one page and that they will be published in the proceedings. Andrew wanted to confirm that the board intends to publish one-page papers in the proceedings.
- *Action Item:* Sven to talk to Steven to put workshop information on the web site, immediately.
- The chair hearing no objection adjourns meeting at 16:55 GMT/12:55 EDT.

## **Appendix: Agenda**

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1. Minutes of previous meeting
2. Review of action items
3. FC11 St Lucia
4. FC10 Tenerife
5. FC12/FC13
6. FSTC/BITS
7. New and concluding business

## **Appendix: Open Action Items**

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1. Ray to talk to Steven to present a preliminary budget to the board.
2. Ray to close FC10 budget
3. Burt to re-quote insurance, and get a competing quote.
4. Sven to talk to Steven to put workshop information on the web site, immediately.
5. Andrew to contact Dan Schutzer and John Fricke of FSTC/BITS.
6. Andrew to submit a second letter of reference to C.E.G.

## **End of Minutes**

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