



CAPCA BOARD OF DIRECTORS MEETING
 21 October 2009
 Hilton Myrtle Beach Resort
 Myrtle Beach, SC

The CAPCA Board of Directors met at the Hilton Myrtle Beach Resort in Myrtle Beach, South Carolina on 21 October 2009. The meeting was called to order by President Peggi Davis at 8:30 a.m. The following were present at the meeting.

<u>Board Member:</u>	<u>Role:</u>	<u>Present</u>	<u>Absent</u>
Peggi Davis	President	x	
Penny Mahoney	Vice President / Program Chair	x	
Mark Hawes	Treasurer	x	
Max Justice	Secretary	x	
Don Willard	2 nd Year Director		x
Jim Witkowski	2 nd Year Director	x	
Sheila Holman	1 st Year Director	x	
Randy Taylor	1 st Year Director	x	
Tommy Bartlett	Past President		x

<u>Staff Member:</u>	<u>Role:</u>	<u>Present</u>	<u>Absent</u>
Ann Daniel	Executive Secretary	x	
Kay Aumiller	Dues & Registration Chair	x	

CAPCA Committee Members Present

Committee Represented

Connie McElroy-Bacon
 Carl Burrell

Planning / Arrangements / Events
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Guests Attending Board Meeting

None

Secretary Report

The minutes for the 15 August 2009 Board Meeting were reviewed as distributed in advance of the meeting. One correction was noted in the Treasurer's Report to change the year being audited internally to 2008 versus 2009. With that correction, a motion was made to approve the minutes as corrected, seconded and passed.

Treasurer's Report

Mark Hawes reported that the 2007 audit has been received from Eve McKoy, CAPCA's outside auditor. The report will be reviewed and Mark will report on it at a subsequent Board meeting.

As to the 2008 audit, which is being done internally, Mark reported that the Finance Committee had been having problems scheduling the audit, but it would be accomplished before the end of 2009.

Mark presented the financial report. The P&L statement was reviewed as well as the Balance Sheet. The financial status of the organization was reported as sound.

2009 Fall Program

Penny Mahoney reported that the agenda has been set. The seating and space needs for the Wednesday afternoon session were discussed. It was reported that 390 people had pre-registered, which is consistent with the last Fall meeting.

Use of Exhibitor booths is not at capacity for this meeting probably as a result of economic circumstances.

Connie reported that arrangements are complete with the hotel and for the functions. There was a discussion about gifts.

The 40th Anniversary Celebration for Wednesday night was discussed. Food, arrangements and the Chairmen of the Board performance were reviewed.

New Business

Peggi reported on the *Pollution Engineering* magazine article about CAPCA in the October 2009 issue in conjunction with the CAPCA 40th Anniversary.

Next Meeting

The next Board meeting will be on Friday, 23 October 2009 at the Hilton Myrtle Beach Resort following the annual CAPCA Business meeting at lunch.

Adjourn

Motion to adjourn the meeting was made, seconded and passed. The meeting adjourned at 10:30 a.m.

Respectfully submitted,

Max E. Justice
Secretary