



CAPCA BOARD OF DIRECTORS MEETING
 23 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 23 October 2009. The meeting was called to order by President Peggi Davis at 1:10 p.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

Renee Shealy

Newly elected Secretary for 2010

2009 Fall Program Review

Very good comments have been received on the program. The survey forms will be reviewed and comments/suggestions tabulated. Some preliminary comments indicated that the program on Friday morning, which ran beyond the allotted time, may have caused some issues with Exhibitors. Comments from Exhibitors indicated they like the Thursday night format and entertainment.

The Board discussed the issue of members paying one registration fee and bringing numerous business colleagues that were paid for as guests, but who had not registered. The Board decided as a policy that in the future only one paid guest would be allowed for a registered member, subject to case-by-case exceptions for family members.

Committee Reports

There were no reports. Peggi encouraged the Committee Chairs to review committee members in light of some changes in Directors and to review further inclusion of members in the Committee activities.

New Business

The Board reviewed the need for forthcoming contract renewals. Only the bookkeeper needs to be reviewed for renewal.

Hotel contracts at the Hilton Myrtle Beach Resort and the Grove Park Inn are set to 2015.

The Finance Committee is looking at purchasing a credit card scanner and will make a recommendation at a future Board meeting.

Online registration for programs is being implemented 1 January 2010.

The subject of professional education credits was discussed. Several Board members agreed to make inquiries with professional groups of which they are members and report to the Board on the need for this and possible procedures.

Next Meeting

The next Board meeting will be on Saturday, 12 December 2009 at the Grove Park Inn in Asheville, North Carolina.

Adjourn

Motion to adjourn the meeting was made, seconded and passed. The meeting adjourned at 1:50 p.m.

Respectfully submitted,

Max E. Justice
Secretary