



CAPCA BOARD OF DIRECTORS MEETING

26 October 2007

Myrtle Beach, SC

The CAPCA Board of Directors met at the Myrtle Beach Hilton in North Myrtle Beach, South Carolina on 26 October 2007. The meeting was called to order by President Tommy Bartlett at 1:12 pm. The attached agenda was distributed to those present at the meeting. The following were present at the meeting.

<u>Board Member:</u>	<u>Role:</u>	<u>Present</u>	<u>Absent</u>
Tommy Bartlett	President	X	
Peggi Davis	Vice President / Program Chairman		X
Mark Hawes	Treasurer	X	
Penny Mahoney	Secretary	X	
Renee Shealy	2 nd Year Director	X	
Max Justice	2 nd Year Director	X	
Don Willard	1 st Year Director	X	
Jim Witkowski	1 st Year Director	X	
Charlie Carter	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

Carl Burrell
Nancy Marshall
Meredith Magnum

Committee Represented

Planning / Arrangements / Events
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Guests attending Board Meeting

None

Secretary's Report:

Delayed until December 8th Meeting.

Treasurer's Report:

The treasurer's report was given by Mark Hawes. Mark found most of the errors/missing funds. However, there are still some issues associated with the bank transition. The taxes must be filed by November 15th. Mark informed the board that he will ask Eve to resolve any issues that need to be resolved in order to file the taxes on time. The board agreed.

Finance Committee Report

No report was given at this meeting due to time constraints.

2007 Fall Conference:

Attendees

Summary:	399	Pre-Registered
	65	Walk-Ins
	- 3	In-Completes
	<u>-17</u>	No Shows
	446	

Arrangements

Overall, the seminar went well without many issues. The lack of eggs at Thursday's breakfast was due to reversal in the numbers of requested breakfasts between Thursday and Friday. This will be corrected next year. One break was served too early and the Friday morning break did not have any food served. All of these issues will be easily corrected next year.

Exhibitor's Meeting

The general feel of the meeting was very positive. The vote was unanimous to move to the new convention center next year and to pay extra per booth. The

exhibitors also want to have the booths open on Wednesday afternoon during and after the break. They also want to add a line of description to the program so that people know what their company does.

Program

The program went well and people commented on several good sessions. The program meeting also went well. A summary of the meeting was handed out and is attached to these minutes.

Contracts

The contracts for the 2008 through 2010 were discussed. A discussion ensued that these contracts should be negotiated to include wireless for the exhibit hall and should be negotiated to move the exhibitors to the new convention center at a minimal cost. If possible, these contracts should also be modified to look at increasing the number of rooms and a closer cut-off date. A motion to approve these contracts as amended with the wireless in the exhibit hall and a negotiated rate for the new space was made by Penny Mahoney and seconded by Mark Hawes. The motion carried.

Planning for Spring 2008

Arrangements:

A discussion was held regarding the need to try to get more rooms at the Grove Park and to try to increase the time that the rooms are available at the CAPCA rate. We should try to get these rates available up to 30 days before the conference rather than the current 45 days. There was also discussion around the need to look for a different overflow hotel if the dog show is going to be in the overflow hotel again.

Other Business:

Planners

Both planners will be invited to the December 8th meeting at the Grove Park. Carl will manage what we need to send to the planners to allow them to prepare for the meeting.

Future Board Meetings & Schedule

The next two board meetings will be on December 8th and February 9th both at the Grove Park Inn. Carl took a count as to how many rooms we will need for each night.

Adjourn

Motion to adjourn the meeting was made by Mark Hawes and a second to the motion was offered by Renee Shealy. The motion carried.

The meeting adjourned at approximately 1:53 pm.

Respectfully Submitted,

Penny C. Mahoney
Secretary