



FALL 2011 CONFERENCE

Oklahoma City University

October 14, 2011

Business meeting minutes

1. David Swingle called the meeting to order at 12:30 pm.
 - Copies of the minutes from the spring conference business meeting were given to attendees. Susan Livengood made a motion to approve the minutes, Gail Austin seconded. All voted aye, minutes approved as written
2. President's report
 - Susy Jorgenson presented the President's report as Troy Milligan has submitted his resignation. Troy has been using the organizations credit card for personal use. He has paid back all of the funds used. His current resignation letter has not yet been approved by the board as sufficient. We are in conversation with lawyers (Jeri Towler) to determine what next steps should be taken. At this point we do know that we must report this incident to the Federal Government as the amount taken was more than 5% of our total funds. OKAIR may need to keep a valid debit card in order to pay for the yearly dues to Go Daddy for our domain name. It is possible that we could use electronic check. The fee for Go Daddy is \$12 per year. Other than that the debit card will not be used at all.
 - Lynn Boyce offered her resignation to the board but the board decided that it would not be necessary.
 - Questions from the members:
 - Did the bank notice anything odd about the transactions and call to question them? No, the bank did not. We did not know anything was happening until Troy called to confess. The account only has activity when we are nearing a conference date.
3. Treasurer's report
 - 40 attendees have signed up for this fall conference
 - There are a few outstanding invoices from the spring conference, Lynn will contact those attendees again to remind them of the money that is due.
 - Once this fall conference is paid we should have about \$6000 in our account that could be used towards a speaker for an upcoming conference.
 - David Swingle reported that we now will be called OK-AIR.ORG and soon the OKAIRP link will go away.
4. Old Business

- We are still considering to apply for tax exempt status with the State of Oklahoma. OKAIR is now a 501(c) 3 organization but we are not tax exempt.
5. New Business
- There are now 3 board positions available. Nominations from the floor are accepted. There being none, the ballots were passed out and counted. The vote was unanimous for Cindy Boling, Matthew Eastwood and Isabelle Billen. The board will meeting after this conference to vote on officers.
 - A thank you certificate was presented to Matthew Eastwood for hosting this fall conference.
 - Northern Oklahoma College in Enid volunteered to host the next fall conference. Possible dates are April 2nd or April 13th, 2012.
6. With no further business, Gail Austin made a motion to adjourn, Curtis Miller seconded the motion. Meeting was adjourned at 1:50 pm.

Submitted,

Isabelle A. Billen

Isabelle A. Billen, Secretary

October 14, 2011

Date