



Arizona Funeral, Cemetery and Cremation Association

EXECUTIVE BOARD MEETING

Valley of the Sun Mortuary & Cemetery
Chandler, AZ
Wednesday, April 16, 2014
11:00 am

MINUTES

In attendance:

Board

David Long, President
Paul Neville, Vice President
Mike Darus, Treasurer
Amie Gazda, Secretary

Staff

Heather Long, Executive Director

1. Call to Order

Meeting called to order at 11:09 by President David Long.

2. Reports

a. President's Report

David Long is reporting that convention is running along smoothly.

In regards to the Daughter/Son Scholarship issue, we need to speak with Donna about how in the future we can get the information out to students so they can apply prior to the school year.

David also encourages everyone to attend the graduation ceremony on May 8th, 2014. Time is typically at 9 AM, but we will confirm and pass along the information to the board members.

b. Secretary

Amie Gazda presented the minutes of the March 13th, 2014 meeting.

Motion to accept the March 13th report made by Amie Gazda, seconded by Paul Neville. Motion carried unanimously.

c. Treasurer

Mike put together a report of total Assets. After a dip from 2011/2012 due to legislation and an expensive 2012 convention, we have been gradually gaining it back.

A preemptive budget has begun to be put in place. A few items for discussion will be the scholarship budgets. As there has not been much demand for the Son & Daughter scholarship, the question was raised as to whether we should re-allocate that money somewhere else or use the funds to offer a 1st and 2nd place for William Aaron Scholarship. This will be brought up at the full board meeting in May.

Next budget item is for travel. David feels that we should have a budget allotted for travel to NFDA and ICCFA events as not every rep that comes on board for NFDA policy representatives will have the ability to pay for or write off the travel to summits and conventions. The budget of \$4500 a year to

cover events that the board deems appropriate. Again this will be presented for a full board vote at the May meeting.

Part of the new budget will also include a pay increase for the executive director, Heather Long. This will also be approved at the May meeting to go into effect next fiscal year.

Board meeting lunches will be billed in June after instatement of new officers. \$60 per regular board member and \$120 per executive board member.

Mike Darus will prepare a full budget report for the May meeting.

■ **Motion to approve the financial report was made by Paul Neville. Seconded by Amie Gazda. Motion carried unanimously.**

d. Executive Director

Nothing new to report, just working on getting convention organized and planned.

3. Continuing Business

a. 2014 Convention Schedule

Heather has finished up the final schedule for convention and will be posting it online soon. There are breaks between speakers for vendors to do their 30 second commercials.

David will be working with the Adairs in Tucson to finalize the opening ceremonies. This year's theme will be honoring fallen heroes, in memory of the Yarnell 19.

b. Awards

David proposes that we award the Presidential Award to Lee Scott, inviting Sonia Scott to receive the award during opening ceremonies.

Mike Darus inquired about offering the Lifetime Achievement award to Gary Brown. This will be brought up at the next meeting.

Paul questioned if we could nominate a funeral arranger for the Funeral Director of the year or if there were any restrictions. Also should we open it up to anyone that works in the industry; director, arranger, sales counselor, etc. For this year, funeral arrangers can be nominated and then will be awarded at the discretion of the awards committee. Next year, opening up the award to "Associate of the Year" so that it can include arrangers, cemetery employees, crematory operators etc.

c. Other Convention Items

The luau dinner menu has been decided. Instead of having wine sponsored like usual years, we would like to have welcome Mai Tai's or freckled lemonades upon entrance.

4. New Business

a. 2014/2015 Fiscal Year Budget

Discussed under the treasurers report.

5. Future Agenda Items

- a. Scholarship Updates
- b. Career Day for 2014/2015 School Year
- c. Follow up on the SCI Bill

6. Adjourn

■ **Motion to adjourn the meeting made by Paul Neville. Seconded by Amie Gazda. Motion carried unanimously.**

Meeting adjourned at 1:00 pm.

Respectfully submitted by Amie Gazda; prepared by Heather Long

The next full board meeting will be Thursday, May 15, 2014 at 11:00 AM at St. Francis Cemetery.