



Arizona Funeral, Cemetery and Cremation Association

BOARD OF DIRECTORS MEETING

St. Francis Catholic Cemetery
2033 N. 48th Street
Phoenix, AZ
Friday, August 8, 2013
11:00 am

MINUTES

In attendance:

Board

David Long, President
Paul Neville, Vice President
Amie Gazda, Secretary
Mike Darus, Treasurer
Butch Hampton
Jim Ahearne
Steve Palmer
Jeffrey Cruz
David Eaton
Steve Handley

Guests

Staff

Heather Long, Executive Director

Absent

Donna Backhaus
Bill Addison
Derek Beach
Joe Salyards

1. Call to Order

Meeting called to order at 11:15 by President David Long

2. Reports

1. President's Report

David Long has been in Chicago throughout July, so there was not a lot to report in August. He briefly went over what we'd like to talk about in today's meeting.

2. Secretary

Amie Gazda presented the minutes of the July 11, 2013 meeting.

■ **Motion to approve the minutes of the July 11, 2013 meeting was made by Amie Gazda. Seconded by Jim Ahearne. Motion carried unanimously.**

3. Treasurer

We can expect to have a negative net income each month through the end of the year, with the exception of the month of Fall Festival.

We will have fixed expenses for the next five months, so we may need hold off returning funds to the Investment Account. We had larger bills than normal for lobbyist bills as well as the tax preparation and tax payments for 2012.

Mike received a proposal from HBL, our CPA, for reviewing our Financials and Compile our Financials, for a review it would be \$3,500 and for compiling, it would cost \$2,500. We decided to do this review and our compile every 2 years.

■ **Motion to approve the table the financial report was made by Jim Ahearne. Seconded by Paul Neville. Motion carried unanimously.**

4. Executive Director

NFDA Meeting in October, we need to decide who will be the delegate to attend the Policy Board Meeting. The board decided to send David Long, as the President. The Association will pay for his expenses.

Heather asked if she should attend the CFAE Meeting in January. The board agreed that it is not in the budget for the 2013-2014 fiscal year. We will revisit for next year.

5. Legislative Committee

All new legislative reports are current on the website.

6. Education Committee

Nothing new to report.

7. Membership Committee

We will be gearing up to send out membership renewal notices in the next few months with changes to the form concerning donations to the Foundation for Children.

8. NFDA

Steve Palmer sent out the policy board meeting notes and was sent to the membership list. The NFDA voted to not approve the Sunset Law. Steve will remain as our Policy Board Rep as he was not elected as the At Large Representative for the NFDA.

NFDA International Convention and Expo is coming up in October.

9. ICCFA

Nothing new to report.

10. Supplier Report

Dave and Steve will begin planning a mini convention for November to see if this will be the new route for meetings/conventions in the future. If it is successful, then there will be a vote to see about changing the format to 4 mini-sessions a year vs. one large convention in June.

11. Foundation for Children

Gearing up for beginning of school year and eyeglass requests.

3. Continuing Business

a. **Convention Ideas for Future**

While we did have a profit of near \$13,000 for convention, it has been discussed that there is more work being put into planning a convention than what we are getting on ROI. There is a thought that instead of one big convention, that there is four mini conventions sponsored by vendors a year. Smaller venues, free CEU credits and meals for attendees, an attentive audience for the vendor. This will begin to happen in 2015.

a. Fall Festival Planning

The festival will be held again at Lucille's BBQ. The committee will meet with the general manager to start piecing together details.

4. New Business

a. New Fiscal Year Budget

Mike Darus put together a budget report for the fiscal year.

Motion to approve the budget was made by Amie Gazda. Seconded by Jim Ahearne. Motion carried unanimously.

b. Safety Net Member Response

David Long has not had a chance to put together the letter to ask members for buy in, but will have it out by the end August.

c. Propose Change to Meeting Times

David Long asked if there would be any interest in moving up the board meeting at least every other month when there isn't a Foundation meeting. David will speak with Bill Addison about moving up the Foundation meeting at 9 AM so that the Association meeting will begin at 10 AM.

Jim Ahearne proposed that perhaps the entire Board meets every other month, with the Executive Board meeting in between.

Motion to approve change the meeting schedule was made by Jim Ahearne. Seconded by Paul Neville. Motion carried unanimously.

5. Future Agenda Items

a. 2013 Mini Convention on a Wednesday following Fall Festival

6. Next meeting

The next meeting will be Thursday, September 12, 2013, 11:00, at St. Francis Cemetery.

7. Adjourn

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

Meeting adjourned at 1:20 pm.

Respectfully submitted by Amie Gazda; prepared by Heather Long