

**OREGON SOCIETY OF ENROLLED AGENTS
BOARD MEETING MINUTES
May 23rd 2011**

- I. Call to order:** President June Brock called the May meeting to order @ 12:12pm at our annual convention; The Phoenix Grand Convention Center in Salem, Oregon. June introduced herself and asked the rest of those in attendance to do the same. The OrSEA Mission statement was read by Ira Rosenberg. A list of those in attendance is attached to these minutes.

In attendance: 5 Officers: President, June Brock, Vice President Ira Rosenberg, Secretary, Marie Linders, Treasurer, Kirkwood Donavin, and Past President, Sue Bladorn.

Also present: Directors, Committee Chairs & Members and Guests: Dale Marino, Laura Waggoner, Janiese Norris, Dea Williams, Denise Bean Susie Gregory, Phyllis Wilson and Sue Church

- II. Minutes: Marie Linders:** The Jan 05th, 2011 minutes were read by those in attendance. The date of the 2012 conference was changed to be; board meeting May 21st, conference May 22nd – 24th and Marie was to figure out who made and seconded the motion to adjourn the Jan meeting. Dea Williams moved the minutes be accepted as corrected, Denise Bean seconded and the minutes were approved as corrected.

III. Agenda: Revisions and Time Frames:

- IV. Treasurers Report: Kirkwood Donavin:** Treasurer, Kirkwood presented the P&L and a cash flow spreadsheet for the periods of July 1st 2010 – May 21st 2011, and the Balance Sheet as of May 21st 2001. A copy of which is attached to these minutes. On another note Kirkwood reported that the date of the next meeting had to be changed from July 13th to July 20th because the room at the Gateway Mall is unavailable on the previous date.

- V. PRESIDENTS REPORT:** June Brock: June introduced Sherrill Trovato the new President of N.A.E.A. who was also in attendance with us. Sherrill will be speaking at our banquet as well as installing the new officers. June then turned the floor over to Ira Rosenberg, who reported on the Affiliate Presidents Exchange, and Legislative Fly-in that he attended April 27th – 30th and the Board of Directors meeting November 14th 2011 a copy of which is attached to these minutes.

VI. DIRECTOR AND CHAPTER REPORTS:

- A. North Directors:** Dea Williams/Dale Marino: Dale provided a written report, a copy of which is attached to these minutes. Dea provided a written report, a copy of which is attached to these minutes.
- B. Central Directors:** Denise Bean: Denise reported on the meeting she and Kirkwood hosted in their area to see if there was any interest in setting up a chapter or if not, how we could get more involvement in the organization from the members in that area for example attending the board meeting, the conference, etc. A letter was mailed to both EA members and non-members in Lane County. They had about six people show up and they shared ideas and while no one wanted to commit to a chapter they did agree to think about it and met again here at this convention. Denise will announce at tomorrow's lunch the Lane County meeting.
- C. South Chapter Directors:** Phyllis Wilson/Laura Olsen: No Report, but South is having a lunch meeting Wednesday to see what they will get going this year.
- D. At Large Director:** Dea Williams: Dea is officially taking over for Barbara Craven in July.

VII. COMMITTEE REPORTS:

- A. Communication/Website:** Ira Rosenberg: Ira reported that the website renewal fees are due. He will get the bills to Kirkwood.
- B. Budget/ Audit:** Kirkwood Donavin: Under Treasurers report.
- E. Scholarship/Awards:** Dea Williams: Dea provided a written report, a copy of which is attached to these minutes.
- F. Historian:** Sue Bladorn: Sue provided a written report, a copy of which is attached to these minutes.

C. ANNUAL CONVENTIONS:

1. **2011** – Salem. Salem Board meeting May 23rd 5/24-05/26, 2010: Phoenix Grand Convention Center. Ira Rosenberg reported we have 62 people registered for this convention. Registration was off to a slow start this year and the original budget figures looked like we would have an eight to ten thousand dollar loss so to cut costs we raised the price of the conference by fifty dollars, got great speakers with name recognition and revised the budget for this conference to break even at 40 attendees; so with 62 in attendance we should have about a four thousand dollar profit.
2. **2012** – Maddy Gaoiran /Sue Church: Board meeting May 21st 5/22-5/24/2012: The Best Western Inn at Face Rock.” Sue reported the theme is “Agates on the Beach,” she Maddy are setting up a display table to promote the convention at the back of the room, they have handouts, bags and candy. Weather permitting they’re planning a BBQ and marshmallow roast Monday evening, and a progressive dinner the first evening of the convention. June suggested that Sue and Maddy meet with Ira to discuss what education and speakers.
3. **2013** –Denise Bean/Dea Williams/Ira Rosenberg: Best Western Hood River, No report.
4. **2014** – Eugene Hilton: We still have need for a Chair person for this conference: Sue Bladorn provided a written report, a copy of which is attached to these minutes.

D. EDUCATION: Chair, Susie Gregory: Susie provided a written report, a copy of which is attached to these minutes.

E. MEDIA / PUBLIC RELATIONS: Janiese Norris: Janiese presented a brochure that she and June worked on. The purpose of the brochure is to introduce OrSEA to EA’s in Oregon that are not members of OrSEA. A copy is attached to these minutes. It was suggested that a new member’s application be folded into the brochure, this is something we may do at the next board meeting.

F. ETHICS VIOLATIONS AND CIRCULAR 230: Denise Bean: No report.

G. GOVERNMENT RELATIONS:

1. **IRS** – Michael Davidson: No written report, but Michael reported that the IRS Town Hall and tax forums were set to begin July 21st 2011. OrSEA received four thousand dollars in revenues from last year's forums.
2. **DOR** - Dale Marino: Dale prepared a written report, a copy of which is attached to these minutes.
3. **Tax Board**- Dale Marino: Dale prepared a written report, a copy of which is attached to these minutes.

H. Bylaws - Caty Giovinco: No report.

I. MEMBERSHIP: Janiese Norris: No report. Sue Bladorn requested a list of our membership. Janiese said she would send all board members and directors the list.

J. NOMINATING COMMITTEE: Sue Bladorn: Sue provided a written report of her proposed slate of officers, a copy of which is attached to these minutes.

K. POLICIES & PROCEDURES: Sue Church: Sue provided updated policies and procedures a copy of which is attached to these minutes. June asked that the board members review this report and be prepared to bring questions and comments to the next board meeting. Sue is retiring from this position so she was asked to email the document to Ira.

VIII. NEW & PENDING BUSINESS:

IX. STRATEGIC PLANNING COMMITTEE:

X. GOOD OF THE ORDER:

XI. ADJOURN: FUTURE MEETING DATE: Our next board meeting will be July 20th 2011 at the Springfield Gateway Mall Meeting Place @ 10am. There being no other business to discuss Denise Bean moved that the meeting be adjourned, Phyllis Wilson seconded. Motion passed. The meeting was adjourned 2:55 pm

Submitted by,
Marie A Linders
OrSEA Secretary

07/10/11