

OREGON SOCIETY OF ENROLLED AGENTS
BOARD MEETING MINUTES
JULY 18, 2007

President Susan Bladorn called meeting to order and led introductions. June Brock read mission statement.

Present were: Susan Bladorn, Peter Mar, June Brock, Phyllis Wilson by Proxy-June Brock, Margaret Atchison, Caty Giovinco, Shirley-Marie Raven, Denise Bean, Laurel Crenshaw, Helen Pilgrim, Ira Rosenberg & Barbara Craven

Minutes:

Shirley-Marie moved to accept the minutes as corrected. Helen seconded. The motion was voted on and passed.

Treasurers Report:

June passed out copies of the financial statements. See handout #1. There is a net profit for the year of \$341.47. June and Shirley Marie will meet to transition treasurer to Shirley Marie in the next couple of weeks. Sue reminded the board that committee chairs are to be reimbursed for mileage. Sue requested that Shirley Marie and June write a proposed "Board Reimbursement Policy" and bring that proposal to the next Board meeting for review and approval. Budget overview for 2007-2008 was reviewed. See handout #2. The line item for NAEA National Convention will be changed to NAEA Board Representation and combined to a budget amount of \$6,000. Laurel moved to make the above changes to the budget, Shirley Marie seconded, all voted to approve the motion. The budget for the 2008 convention will be adjusted to show \$18,000 income and \$18,000 expenses. The budget for board meetings will be increased to \$3,400 due to the addition of two Directors. Communications budget amount is to be left at \$2,000. Renewal dues will be set at \$7,000 to reflect accurate membership numbers. Education will be reduced from \$2,000 to \$200. Membership will be reduced to \$500. Liaison will be changed to read Government Relations. Newsletter and the \$200 will be eliminated. The Lou Scafidi fund will be taken off the general P&L and a separate accounting will be created to account for those designated funds. The Board discussed and affirmed the reasons for the negative budget. Laurel moved to accept the budget as revised at a negative balance, Shirley-Marie seconded, all voted to approve the motion.

Director's Report:

North Director: Emmy has resigned. Shirley-Marie moved to appoint Ira Rosenberg to replace Emmy as North Director, June seconded, all voted to approve the motion.

Audit:

June has volunteered to complete the audit for Michael. He has accepted the help. See handout #3.

Board Meetings:

Board meetings will be changed from Wednesdays to Tuesdays. Dates of the years' board meetings are set to be: October 2nd 2007, January 8th 2008, May 19th 2008, July 22nd 2008. June will confirm these dates with the Gateway Mall.

Presidents Report:

See handout #4 for Sue's report. Address was changed to Sue Bladorn on the Oregon Corporate Registry.

Board Notebook Transition:

Emmy has the North Director notebook, which will transition to Ira. Others passed notebooks to new board members and committee chairs.

Directors Report Continued:

Capitol: The monthly meetings were successful. They are suspended for the summer and will resume in September.

South: June reported from Susie Gregory, Wednesday, October 24th at Seven Feathers, Steven Cyr an attorney will speak on Taxation of Lawsuit Proceeds.

Mac: Helen reported that the recent Mac Chapter meeting was successful with 10 people attending. They will continue on the Third Tuesdays. Helen and Ira are choosing topics and facilitating. She has received the notebook from Marv Carlson. Marv reports that his health is much better but cannot drive. They will talk to existing officers and see if they will continue in their roles. Helen & Ira are willing to serve as officers, pro-tem until they are able to elect new officers.

At Large: Laurel shared that communications are continuing to evolve.

Committee Reports:

Sue put together the committee list with chairs and volunteers. See handout # 5. She handed out member volunteer request forms filled out at convention to appropriate people who can contact them and get them involved.

Communications/Website Report:

Peter handed out his report. See handout #6. The committee is broadcasting the regular communications and sending out meeting reminders. A discussion took place regarding a policy on what OrSea will broadcast. Peter will be updating the website. Ira is willing to be on the communications committee. Sue requested that Peter & Laurel develop a proposed "Broadcast Policy" to be referred to by membership for clarity on what can be broadcast without Board approval. They will bring that proposal to the next Board meeting.

Scholarships & Awards:

Sue went over the committee report. See handout # 6. June and Sue will work on a policy for how the scholarships can be used and will develop a "Scholarship Award Policy" proposal for Board approval at the next meeting.

Convention Report:

2007: June reported on the convention in Ashland. Everyone feels it was a success. The Board recognized and approved of the net loss on the event.

Future Conventions:

2008: Various aspects of the convention in Eugene were discussed. Denise will contact Susie to see if she has scheduled speakers.

2009: Margaret reported on the convention in Bend. She has the Riverhouse reserved for May 19 – 21.

2010: Ira has agreed to chair the committee for the convention in Portland. They are leaning towards contracting with the Oxford Suites at Jantzen Beach. May 25-27. The Board approved.

2011: Barbara is working on the convention in Salem. She is looking at the convention center in Salem with Phoenix Grande Hotel. The Board appointed Barbara as Chair for that event and approved the site.

Media/Public Relations:

Margaret will make the "Taxpayer Education Program" CD available to all board members via e-mail. Ira will help to adjust the forms to current years.

Government Relations:

Margaret, IRS Liaison Committee Chair asked Barbara, who had attended the IRS meeting to make a verbal report. The fraud department was present and shared that they are focusing on large fraud cases. Laurel, ODR Liaison Committee Chair handed out the ODR meeting minutes. Michael may want to step down from being the State Tax Board Liaison Committee Chair. Barbara is willing to attend the meetings and be the Committee Chair. Sue will check with Michael.

New Business:

Working on new member mentor program.

Bylaws:

Caty and Sue Church will chair the committee. Shirley-Marie is willing to be on the committee. Caty reported that NAEA is presently proposing changes to their Bylaws. She reported that the committee would hold off on OrSEA changes until NAEA's process is complete. She'll continue to monitor their progress.

Membership:

Phyllis sent her report through Sue. See handout # 7. Phyllis will be working on updating the brochure. Sue handed out masters for chapters to use of the CPE Voucher Program. See handout #8.

Strategic Planning:

Peter reported he sees continued growth in numbers and more involvement in leadership by members.

Denise moves to adjourn, Margaret seconds. All voted and the motion passed.

Respectfully Submitted,

Denise Bean
Secretary
Submitted as corrected by,

Susan Bladorn
President