

**OREGON SOCIETY OF ENROLLED AGENTS  
BOARD MEETING  
WEDNESDAY, JULY 21, 2004**

The meeting was called to order at 10:30 a.m. by President Peter Mar. Present were Peter, Vice President/President Elect Michael Addington, Secretary June Brock, Treasurer Phyllis Wilson, Directors; Marv Carlson, Dea Williams, and Sharon Falardeau. Peter read our mission statement and goal of the society. The minutes of the Board Meeting of May 25, 2004 were read and approved as written.

Peter welcomed everyone to the meeting. He reviewed a written **President's report**. The general theme is again Strategic planning. He noted that NTPI will be held in Washington DC this year and there will be an annual "transitional" membership meeting immediately following. Peter will be attending this annual meeting and will welcome any concerns or questions that anyone wishes to have brought up. There will be an IRS Practitioner Liaison meeting in Eugene on November 5, 2004. Peter has been requested to be there. Also attending will be Marv Carlson and Michael Addington.

COMMITTEE REPORTS:

Peter Mar presented a written **Website Subcommittee Report**. The first newsletter should be ready for distribution within a week of the meeting. Anyone wishing to post articles should e-mail Sue Bladorn. The Web site has been updated to show newsletter sign up box. Web Board is available to members on [www. Orsea.org](http://www.Orsea.org).

Phyllis Wilson presented a written **Treasurer's Report**. Account Balances are as follows: Checking Account \$5,076.05, Savings/CD's \$16,106.44, L. Scafidi Education Fund \$2,331.36. Total Assets \$23,513.85. The net income on the Profit Loss was adjusted to reflect an income of \$390.83. Phyllis has determined the number of new numbers that we received between July 2002 and May 2004 and will be sending \$18 per new member to each chapter. The 2004 Convention apparently had a profit of \$2,579.52. The income was \$16,966 and the expenses were \$14,386.48. (Subject to some last minute expenses.) We then had some discussion about the small business forum that Michael Addington had at the convention. Phyllis put the expenses for this in the public relations budget. They totaled \$1,357.12. Phyllis obtained E & O insurance for Board Members. She has sent in a check for this to NAEA. Phyllis also proposed a budget for the New Year. She needs to add National Annual Convention expenses for the president of \$1,000 and Board Officers of \$400 each to a maximum of \$2,000. Later in meeting had detailed discussion of the budget. Michael A. moved to approve the budget with the above changes, June seconded. Voted on and approved. At this time there was some discussion about need of phone for the society. Might consider answering company or recording directing people to website. Use some yellow page information with the NAEA.

Bev Stone was unable to attend the meeting so June presented an oral report on the **Scholarship/Award Committee**. At the convention Jayne Williams was presented with

the President's Award, Chuck Bissell was posthumously presented with the Founders' Award and Denise Bean one the NTPI scholarship. There was a plaque prepared for the Past President and that was presented to Mary Luncford. The Silent Auction raised \$374 with a \$47 cost. The raffle raised \$169.00. All money goes into the Lou Scafidi Fund.

The **Historian** Sue Bladorn was unable to attend the meeting. Peter took pictures at the convention and will be giving them to Sue to include in the scrapbook. He will give them to her on a disk so there won't be so much paper to store.

Michael Addington presented a written report on the **2004 Seminar**. Suggestion was made that if we stick to the week before Memorial Day for our seminar maybe we need to think about moving the education to Tuesday through Thursday. We seem to lose so many people on Friday and especially Friday afternoon. Michael also suggested that we stick to advertising to EA's and LTC's as the advertising to the Lawyers and CPA's was useless. He was very thankful to Sue Bladorn and Barb Craven for all their help as he is in an area without a chapter. Thank you Michael.

Sharon Falardeau presented a written report on the **2005 Seminar**. It will be held at the Wittenberg Inn in Keizer. She will check on moving the days to Tuesday through Thursday, with the Board Meeting on Monday. Susie Gregory will get the speakers. There is a very good chance for a tour for the group of the Department of Revenue. They will work on getting education credit for this.

There was no report as yet on the **2006 Seminar**, but Peter said that he and Barry Schweigert are thinking about a coastal location. Any feedback?

Susie Gregory was unable to attend and there was no report from the **Education Committee**. We all agreed that she has been doing a great job and should continue what she does!

Michael Addington reported on the **Public Relations Committee** with a written report. He stressed the work that was involved in the Small Business Resource Development Forum that was held at the Seminar this year. It was a great deal of work with little response. He was very disappointed as were the rest of the Board. He did find that the Small Business Guide was a nice way for us to promote our clients. We should explore for the future. One very good thing to come out of this was the contact with the local high schools. They were really receptive to the idea of us speaking to their classes. He will be following up with the local high schools.

There was no **Ethics Committee** report. Jim Coplin not at the meeting. If there are any issues in the future, Jim or Peter will step in and handle.

Marv Carlson made an oral report on the **Government Relations Committee**. The Department of Revenue had meetings in April, May and June. There will be no meeting in July. The next meeting is in August and there is 2 hours of education for attending.

Marv does not want to continue as the liaison to the Tax Board and would like someone to take his place. October 22 is the IRS Practitioners Forum to be held at the Holiday Inn in Wilsonville. Be sure to attend.

Jayne Williams was unable to attend to present a report on **By Laws Committee** but there have been no changes needed in a number of years.

Barry Schweigert was unable to attend to present a report on the **Membership Committee**. Phyllis Wilson presented a new member list. She stressed that certificates, pins and letters need to be sent to these people by Peter welcoming them to the Society. Peter will Email to all new members and Michael, Barry and Phyllis will coordinate to get the physical stuff sent out to them.

Mary Lunceford was unable to attend the meeting to present a report on the **Nominating Committee**. She did a good job last year. Need to remind her that decisions need to be made 90 days before the annual meeting so the nominations can be posted. (Or we can continue voting to waive the 90 days at the meeting.)

Peter Mar presented his written report on **Strategic Planning**. Environmental factors heavily influence our profession. Do we need to amend or change the ORSEA vision or mission statement? Peter doesn't think it needs changing. But maybe the goals need revising and updating. Dea Williams stressed the idea that EA's need to stress that we are more of a profession than LTC, etc. We need to stop trying to be all inclusive and quit trying to compete with LTC's and to rise above.

#### NEW AND UNFINISHED BUSINESS:

Peter brought up the subject of current state dues—should these be raised or changed? Any change to ORSEA 2005-2006 affiliate dues must be submitted to NAEA by March 31, 2005. We will discuss again in Sept.

Susie will bring a report to the Board in September on ORSEA's 501©4 status and if it is ok that we award scholarships for education.

Phyllis made a motion to adjourn, Michael seconded. Voted on and approved. Meeting adjourned around 2:30 p.m.

Respectfully submitted,

June M. Brock, Secretary