

## OREGON SOCIETY OF ENROLLED AGENTS

### BOARD OF DIRECTORS MEETING MINUTES

OCTOBER 5, 2005

**Present:** President Michael Addington, Vice President Susan Bladorn, Past President Peter Mar, Secretary June M. Brock, Treasurer Phyllis Wilson, South Director Shirley Marie Raven, Central Director Jayne Williams, At-Large Director Laurel Crenshaw, Education Chairman Susie Gregory, Membership Chairman Barry Schweigert. State Board Liaison Carol Mulder

- I. President Michael Addington called the meeting to order at 10:20 am. Sue Bladorn read the ORSEA mission statement and vision. Michael brought a proxy for Emmy Bratton who was not present.
- II. The minutes of the July 20, 2005 meeting were read. The following corrections have been made: Under directors' reports it should be Dea Williams not Dear Williams. The first line on the second page should read "Laurel doesn't know what the position..." not "that the position..." On the top of the third page it should read, "See exam is coming up and people..." not "coming up a d people..." On the third page under Good of the Order, it should read, "Previously he had done a paper..." Not "he had done a paper..." Phyllis Wilson made a motion to accept the minutes as corrected. Shirley Marie Raven seconded the motion. Voted on and passed.
- III. **Agenda:** Revisions and time frames. Barry Schweigert will make a report on the Quick Finders regarding the changes to the name and ownership and what money the organization will receive for the orders.
- IV. **President's Report:** Michael reported on the national convention and the annual meeting. There will be a Presidents' roundtable in November and Michael will be attending. They are setting the agenda by conference call and if anyone has concerns they want to have brought up at the meeting contact Michael. The NAEA website is up and running. The national registration is stuck in committee and will be for a while. IRS and NAEA have requested help for doing taxes for victims of Katrina—sign up with Michael. There was some discussion about the new member packets, NAEA brochure and ORSEA pamphlet. Barry Schweigert made his report about the Quick Finder sale. They have been bought by TMI and then PPC. They won't give as much to the organization if we purchase from them. TMI will give \$5 to NAEA for the Tax Book that they are producing now. This is just as good. In fact, they offer both the personal and business books in one. We will only offer the deluxe book that has both in one. Some discussion about marketing to the OATC and OSTC. Phyllis moved that we target the at large area and do a mailing for the deluxe Tax Book and send to the President of OSTC chapters limiting the postage to \$500. Shirley Marie Raven seconded. Voted on and passed.
  - a. Transfer of Books: The following have the following books:
    - Michael Addington—President, Public Relations
    - Sue Bladorn—Vice President, Historian, Awards
    - June Brock—Secretary, 2 convention books
    - Phyllis Wilson—Treasurer, Budget
    - Peter Mar—Strategic Planning
    - Jayne Williams—Bylaws, Central Director
    - Barry Schweigert—Membership
    - Shirley Marie Raven—South Director
    - Laurel Crenshaw—At Large Director
    - Carol Mulder—Liaison with Tax Board
    - Susie Gregory—Education
    - Marv Carlson—North Director

**V. Directors Reports/Chapter Reports:**

- a. North:** Marv and Emmy were both absent but Emmy sent June an Email with some information. She said that Dea Williams has stated that she won't be doing the roundtable in Salem unless she gets more response. The display table and info for EA's at the OSTC convention in Hood River, went well. Emmy has a list of inquiries that she will respond to. There were about 25 to 30 EA's in attendance.
- b. Central:** Jayne will be continuing the roundtables in Springfield on the 1<sup>st</sup> Monday of the month. She is getting a great response. Some of the people are showing interest in joining ORSEA.
- c. South:** Ron Fisk headed up our SEE coverage and all went well. South will be having a seminar at Seven Feathers on October 26, 2005.
- d. At Large:** No report to offer.

**VI. Committee Reports:**

- a. Communications:** Peter reported that he sent out advance notices regarding the board meeting. All agreed that was a good idea. They are trying for a newsletter once a quarter after the board meeting so they can report on the meeting. Some discussion about having a paid host. Will discuss more later. See attached.
- b. Treasurer Report:** Attached is copy of the Profit and Loss Statement and Balance Sheet. There is a balance of \$4,081.10 in the checking account, \$10,256.70 in the regular saving account, of which \$2,749.64 is designated for the Lou Scaffidi fund, and a total of CD's in the amount of \$8,894.32. We should be getting a report on new members once a month from NAEA but we have not received one since December of 2004. Michael will ask about dues not paid and list on new members. Phyllis will reconcile members with the dues we have received from NAEA.
- There was no report from Emmy Bratton on the audit report. All information was sent to Mary Lunceford to prepare the return, which is due by November 15.

**Off the Agenda:** Membership—Phyllis reported that she had ordered new pins, packets, etc for new members. There were folders to be handed out at the SEE exam with pens, etc. There has been more money spent for Membership and for Public Relations because we are trying to get all the items that we need to hand out. Sue Bladorn moved at this point that we move money from the budget for Convention, National, OrSEA officers up to \$500 to the Convention, National, OrSEA President so that Michael can attend the President's Round Table in November. June seconded. Voted on and Passed.

**Back to Agenda Items**

**d. Scholarships/ Awards:** Sue Bladorn had no report at this time. However, discussion at this point regarding the 1023 Application. According to research done by both Michael and Laurel, this is not necessary. The way we handle it is correct. The application is open to all members, and then a committee selects the winner. This does not target a single person. We need to change the by laws to allow us to pay a person in our organization to prepare our tax return. Advised Jayne to amend the by laws.

**f. Seminars:** 1. 2006—Peter reported that Emmy would replace Peter as the chair of the Seminar.

It will be at The Best Western Agate Beach Inn in Newport, OR on May 23, 24, 25, 2006. Emmy's written report said that she is working with Susie on the education, and is still trying to pin down a theme.

2. **Seminar 2007**—June reported that she would be checking with both the Ashland Springs Hotel in Ashland and the Rogue Regency in Medford for prices. It will be decided before November.

3. **Seminar 2008**—Discussion about whether to hold in Portland or Central Oregon. No decision at this point.

**g. Education:** Susie working on education for 2006 Seminar—Bankruptcy, 1031 exchanges, E services IRS, Representations, At Risk and form needed, Interest Tracing, Reasonable Wage.

She also reminded the group that Ethics will be at the Seminar every other year and it is up to the chapters on the other years. 2006 is the responsibility of the chapters.

**h. Public Relations:** Michael reported on the Sept 16 meeting with Emmy, Marv, Sue Bladorn where they discussed the class to be presented at high schools in the area. It should be approximately 30 minutes to allow time for questions. They suggested calling it the New Taxpayer Program or Future Taxpayers. The list of topics suggested included slides or overhead on 1040A 1040EZ, W2 boxes, W4, standard deduction, exemption deduction, dependents, IRA's, workers compensation, cash wages, child claimed by parent vs. taxpayer claiming. The group is considering have a panel of 2 or so EA's to present. Will continue their discussion and preparations and have ready for spring.

**i. Ethics:** No report.

**j. Government Relations:** Marv Carlson had no report. The IRS Practitioners Forum is scheduled for October 28 in Wilsonville.

Laurel reported on the Tax Board and had minutes from the meetings. See attached.

**k. By-Laws**—Jayne had no report.

**l. Membership:** Membership packets—Need president's letter from Michael and then they are ready. Marv will get another banner made. Michael did the brochure and it looks good. The mentor program has been put off. Michael brought up convention credits. Credits can be earned for going to board meetings, chapter meetings, and chapter education. Could earn up to 25. Use as a credit against convention cost or maybe at any educational function. Must use in the same year that they are earned. Need to form a committee to work out the logistics.

**m. Nominating Committee:** Presented list of OrSea Officers and Directors and their terms of office. According to the list need to fill Secretary, Treasurer, and North Director slots. If interested contact Peter.

**VII. New Business:**

- a. **Celebration of Life:** Be sure to stress to the chapters. At the next Board meeting we will toast Marv.
- b. **New Board Members Guidelines**—who was in charge?

**VIII. Good of the Order:**

Nothing for the good of the Order.

**IX.** Phyllis made a motion to adjourn. Sue Bladorn seconded. Meeting adjourned.

Respectfully Submitted,

June M. Brock, Secretary

OREGON SOCIETY OF ENROLLED AGENTS  
2005-2006 OFFICERS

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