



*Board of Directors Meeting Minutes  
February 28, 2019 at 11:00 a.m.*

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**Location:** Videoconference

**Board Members Present:** Sam Knudsen, Carrie Gustafson, Anna Kafka, and Ken Carabello

**Board Members Absent:** Cynthia Lermond and Tom Granucci

**Staff Present:** Morgan Grabau-Dosskey and Catherina Isidro

**A. Welcome/Call to Order**

A meeting of the FMHAC Board of Directors was called to order by Ken Carabello at 11:07 a.m. on February 28, 2019.

**B. Introduction of Members and Guests in Attendance**

Catherina conducted an informal roll call of all those in attendance.

**C. Approval of Agenda**

The agenda was sent to the members via email prior to the meeting. The Board amended the agenda to include Franklin Hearing Trainings.

**D. Approval of Minutes**

The minutes from February 6, 2019 were reviewed by the Board. Sam put forth a motion to approve the minutes. Anna seconded the motion. All in favor, none opposed.

## E. Open Issues

<i>Agenda Item and Discussion</i>	<i>Action/Outcome</i>	<i>Follow-up</i>
<p><i>Conference Updates</i></p> <p><u>Registration Numbers</u></p> <ul style="list-style-type: none"> <li>○ Morgan reported the registration numbers are currently at 411 attendees, plus 6 students. There are 34 comp attendees, placing the registration number at 383 paid attendees, which is in line with or exceeding expectations. Morgan is awaiting details from Kit Wall regarding the Words to Deeds presenter attendance comps.</li> <li>○ Morgan and Trina indicated they believe their marketing strategies have played a role in the excellent registration numbers.</li> <li>○ The registration rates were revised this year, which will mean additional revenue from registration.</li> </ul> <p><u>Board Member Duties/Schedule</u></p> <ul style="list-style-type: none"> <li>○ Morgan reported that Dick Conklin (Planning Committee) will not be in attendance at the conference due to a recent surgery.</li> <li>○ Morgan reviewed the conference timeline and assignments with the Board.</li> </ul> <p><u>Logistics</u></p> <ul style="list-style-type: none"> <li>○ Morgan stated she is monitoring the weather for the Thursday lunch, as it has been raining heavily in Monterey.</li> <li>○ Trina hasn't gotten word yet on whether a representative of Jackie Lacey's office will be in attendance to accept her award and in need of a room reservation.</li> <li>○ Morgan suggested having the photographer take pictures of merchandise to be used for a planned e-commerce portion of the website.</li> <li>○ Morgan reported the photographer will be staying for the entire conference and will photograph the Business Meeting and individual Board Members. Morgan stated a group photo of the Planning Committee should be taken as well.</li> <li>○ Trina indicated the awards and merchandise have been ordered.</li> <li>○ Ken requested a copy of the conference program, which has been sent to the printer.</li> </ul>		<p>Ken will follow up with Jackie Lacey's office to determine if a representative will be in attendance on Wednesday evening.</p> <p>Morgan will add photographs to the itinerary on Thursday of the conference.</p> <p>Trina will send out an electronic copy of the conference program to all Board Members.</p>
<p><i>Board Vacancies</i></p> <ul style="list-style-type: none"> <li>○ Trina noted in the agenda packet, the positions of President Elect, Vice President, and Treasurer are up for election at this year's Business Meeting. To date, there has been one completed application.</li> </ul>		

<ul style="list-style-type: none"> <li>○ Ken stated that Ramsey Khouri of Liberty is interested in serving on the Board. However, he might not be able to be present for the Business Meeting due to childcare issues.</li> <li>○ Ken recalled Cynthia had suggested the CFO of Gateways, Linda Sanner, as a possible Treasurer. Carrie indicated she never heard from Linda regarding the position. During the meeting, Ken texted Cynthia who indicated the CFO has not shown sufficient interest in the position to proceed.</li> <li>○ Morgan reported Mark Grabau has expressed a willing to serve on the Board if there is no one else who will take on the role of President Elect.</li> <li>○ Ken suggested speaking with Kevin Rice about the possibility of running for President Elect.</li> <li>○ Sam expressed his interest in running as the incumbent Vice President. He will consider running for the President Elect position if there is no one else.</li> <li>○ Trina reviewed the By-Laws, which indicate the candidates must put in writing their application for the position in advance of the Business Meeting. The Board must vote on who will be nominated and those nominations need to be shared with the Membership two weeks prior to the Business Meeting. Therefore, time is of the essence.</li> <li>○ Michael Abacherli applied in writing for a position on the Board. The Board discussed his application in light of his participation as a Planning Committee member.</li> </ul>	<p>The Board voted to decline Michael Abacherli's application for nomination as a Board Member.</p>	<p>Ken will follow up with Ramsey and Kevin regarding their interest in the Board positions and availability for the Business Meeting.</p> <p>Trina will draft a letter to Michael from Ken who will sign and send it.</p>
<p><i>Franklin Hearing Training</i></p> <ul style="list-style-type: none"> <li>○ Morgan explained the One-Day Trainings have been recorded (audio and/or video) over the past couple of years. She has gotten a number of requests from individuals wanting to pay for the training materials; however, there have been various barriers in the implementation of making these trainings available on-line. Morgan also discussed the revenue opportunities in this endeavor, as well as the time sensitive nature.</li> <li>○ Trina talked about having the technology to provide the trainings on-line, something she has experience doing. She has concerns about the royalties for the presenters and CEUs, a process which will need to be looked into.</li> <li>○ Given the interest expressed, Anna talked about making the materials available for purchase on-line now, while looking into CEUs later on.</li> <li>○ There was a discussion of materials to be made available. At this time, it</li> </ul>		<p>Trina will incorporate a means of purchasing the materials in her e-commerce development project.</p> <p>Trina will also look into</p>

<p>would just be a PDF version of the PowerPoint presentation.</p> <ul style="list-style-type: none"> <li>○ The audio version will need to come later when it is synced with the PowerPoint. There was a discussion of the need to do this and Trina shared that she has the software to accomplish this, though she is unaware of how large of a project this will be and there are a number of pressing projects she is working on.</li> <li>○ Ultimately, it was agreed that in the short term, the PowerPoint presentation of the Franklin Hearing training will be made available via e-commerce. The long-range goal, depending on how large of an undertaking it is, will be to have the PowerPoint and audio recordings synced and available for purchase.</li> <li>○ Morgan pointed out that one of the presenters for the Franklin Hearing training, Amy Ashvianian, is now a Judge, which may present an issue with regard to selling the training. Sam noted the restrictions about profiting from the sale of the trainings were put in place by Judge Wong who he believes was wrong in his contention. Sam pointed out the Association is a non-profit organization and Judge Wong is not profiting from selling the training, so there should not be any conflict in this regard.</li> <li>○ Ken supported proceeding in learning more about this market and how to proceed in providing on-line trainings.</li> </ul>		<p>the presenter agreements to determine what is stated with respect to the Association recording and selling the trainings.</p> <p>Morgan will combine the PowerPoint presentations from the Franklin Hearing training and Anna will review them. Trina will make them available through e-commerce.</p> <p>Trina will explore syncing the audio and the PowerPoint from the Franklin Hearing training and making them available via e-commerce.</p>
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**D. Next Meeting**

The Board will convene at the conference on March 13, 2019. No other meeting was scheduled.

**E. Adjournment**

The meeting was adjourned by Ken Carabello at 12:02 p.m.

*Final Version of Minutes submitted by Cynthia Lermond on , 2019.*