

NAPHA MINUTES  
Conference Call  
July 7, 2010 - 1730 PST

Roll Call: (Notice Waived)

Edie Gandy, Danell Adams, Larry Redman, Charles Melton, Gene Pepe, Barbara Windom, (Absent: Rich Ovenburg)

Old Business:

- 1) Update on the Move
  - A) The office will be closed by the 22nd of July. Currently, Felice is packing and was asked to catalog and label files and inventory.
  - B) Rich has made the arrangements for the moving company and Larry has negotiated a very good storage situation in Santa Rosa. Our records will be moved into a secured and climate controlled location and the proprietor also lives on the premises. Arlynda has also reviewed the property.
  - C) Once the records are delivered, Arlynda will have the opportunity to start going through the files.
    1. In the near future, the board will be researching options into viable scanning programs
  - D) Move costs are currently estimated to be approximately \$4500.00. Generous donations from members, Jim Alexander, Terry Ellis and Bill Burman are covering the move costs.

Motion to proceed with the move and storage facility by Charles Melton. 2nd by Barbara Windom. Passed Unanimously

New Business:

- 2) Access to NAPHA's Data Base  
The access code to Horse Stud Book has been limited to three members; Arlynda Castro, Edie Gandy and Danell Adams.
- 3) Utility Bills
  - A) The board has some questions about a couple of NAPHA's bills, primarily the phone bill and the electric bill. The board is making the appropriate inquiries into those costs.

4) New Office Phones

- A) The board will be looking at new phone account options in an effort to cut costs
- B) Discussion about the possibility of forwarding calls to volunteers on occasion to relieve Arlynda from the daily call load, although most of the calls are about registration issues.

5) Tax Audit

- A) The audit is still underway. One of our finance committee members, Chris Austin, continues to work with the IRS agent to resolve the issues. Our attorney will also be involved in the discussions with IRS. We need to discuss scheduled meetings so that we are not having to waive notice.
  - 1. When the board makes a final decision on a part-time bookkeeper, Chris will meet with that individual to exchange all of the necessary financial reports.

6) Monthly Conference Calls

- A) The board has set a schedule for a monthly conference call on the first Wednesday of each month.
  - 1. The board plans on scheduling another face to face meeting in the near future to engage in more strategic planning for our organization.

7) Insurance Policies

- A) The liability insurance for the board expires in mid-July. Danell has submitted all of the requested paperwork so that new premiums can be established.

8) Part-time Data Employee

- A) Kelly Powers submitted a proposal to work on entering show programs and to work on correcting the point problems in horse stud book. The board accepted her proposal for ten (10) hours per week at twelve (12) dollars per hour.
  - 1. An independent contractor's agreement is being signed for this position.

Motion to accept Kelly Powers' proposal of ten (10) hours per week at twelve dollars (12) per hour by Danell Adams. 2nd by Charles Melton. Passed Unanimously.

9) Nationals in Burbank, California

- A) Discussion about plans for a stallion auction. Different ideas were brought forth in an effort to make it a "live" auction for people around the country to be able to bid.
  - 1. A team of volunteers may be solicited to work on the details as well as calling upon the RACs to assist with the process.
- B) Arlynda is ready to being accepting checks, however the credit card option is not yet functional.
- C) Barbara has checked with the ribbon company and they need six weeks advanced notice. NAPHA still has an outstanding balance with this company from last year.

10) Requests for Payment

- A) Charles reminded the board that Donna Riley had not yet been paid the \$500 she won in a class last year. While Donna has not brought this up, the board feels that it is important that we meet our commitment and pay this award.
- B) D. Joy Gould has asked for the interest payment on her credit card used last year to help pay the John Justin arena. This payment will be paid and that loan will be closed out. She has also asked that Lou Campbell's airfare for 2009 nationals be paid. The board will pay that balance upon receipt of the original contract as well as applicable receipts.
- C) There is still an outstanding invoice for Mustang Video for 2009. They conducted the live webcast. The board still has some questions about this invoice.

11) Member update

- A) The board will be putting out another update shortly. Members should know that we are reducing both debt and expenses, however revenue streams are still a significant challenge.

Motion to Adjourn at 8:15 pm P.S.T by Larry Redman. 2nd by Danell Adams.

Danell Adams  
NAPHA Secretary

