

APSA
ARIZONA PROCESS SERVERS ASSOCIATION

Board Meeting Minutes
July 30, 2011
Called to Order at 9:15 AM

THOSE IN ATTENDANCE:

Board Members: Larry Ratcliff, (via teleconference), Patty Chlebanowski, Tom La Vance, Luis Figueroa, Ron Ezell, Wayne Chlebanowski and Jenna Jones.
Board Members not present: Tamara Nieto.

PRESIDENT'S REPORT:

Larry welcomed the board members. Explained why he was not able to attend the meeting but that we would be holding the meeting via teleconference with him and the rest of the board. Larry had a call to the public and membership (Consideration and discussion of comments and complaints from public association members. Members of the board may not discuss items that are not on the agenda, therefore action taken as a result of public comment will be limited to directing staff to study the matter or schedule the matter for further consideration at a later date).

Larry Ratcliff and Tom LaVance were appointed by the board to provide an amendment to the By Laws to cover removal of board members if needed. Larry and Tom have not performed this task as of yet and will keep the board updated.

We discussed making a Proposed Amendment to the Bylaws, Article VIII, but after reading the rules it would have to be published prior to the Conference to the members. The Amendment discussed was to Article V, Section 7, about term limits for the other positions of the board members. This rule only discusses the President. We could not complete any changes at this time. Then a discussion followed about doing "by mail" ballot from the members. We would bring this up at the conference at get the feedback of the members. At this time it will be tabled until the conference of 2012.

VICE PRESIDENT'S REPORT:

Jenna had no report at this time. Her focus lately is the finalization of the conference which will be talked about in a later report.

SECRETARY'S REPORT:

We reviewed the minutes of April 16, 2011. A correction was made in the President's Section; the word "resignation" was changed to "dismissal." Per the Bylaws, Article II, Section 3 and 6 & Code of Ethics 2. Motion was made to approve the minutes as corrected by Ron Ezell and seconded by Luis Figueroa. Motion passed, minutes were approved.

TREASURER'S REPORT:

Wayne submitted a written report as of July 30, 2011, also submitted was a Profit & Loss Report for January 1 through July 29, 2011. The reported balances were as follows; Money Market: \$22,799.92, Legislative Account: \$ 2,576.73 and Checking Account: \$43,182.06. The checking account balance does not include monies to be transferred for manuals sold through the website, via our Pay Pal account. A motion was made to approve the report by Tom La Vance and seconded by Luis Figueroa. The motion was passed, report approved.

ADMINISTRATOR'S REPORT:

Wayne submitted a written report as of July 30, 2011.

Brief Recess

COMMITTEE REPORTS:

Membership Report:

There are 157 total members in our database paid through 2011. 17 Associate Members, 140 Arizona Members, (19 members have additional extra city listings), 70 Extra City Listings.

Website Report:

We have added Randy Smith to the legislation committee chairpersons. General maintenance; deleted info as date lapsed, add current information as received.

Grievance Report:

Joe Basso was not present but had been asked if there was any grievance and he had none to report.

Newsletter Report:

Patty reported the last Newsletter was sent out in June it had pictures in it this time. Took a little pole and the board members are reading it when it gets posted on the website. The next one will be sent out in August before the Conference. A suggestion was made to add the renewal process into the newsletter the next time.

Continuing Education:

The schedule for the Conference was now detailed in length. Saturday, ACPS 6 hours, Finding People & Assets 4 hours & E Filing 1 hour. Sunday, ACPS Renewal for 3 hours, New Rules & Regulations 2 hours & Forcible Detainers 2 hours. Instructors have been obtained for all classes already. Saturday, Breakfast; Coffee, Donuts, Bagels & Fruit and also for Sunday. Saturdays lunch included in the registration; Barbeque, Pork, Beef, Coleslaw, Vegetables & Cookies. Happy Hour at the Crowne Plaza Hotel will be Wings, Hor'Dourves. We have Tom & Luis working on Vendors. Included in the Vendor fees, we will put their advertisement in the conference manual. We still need donations for prizes for raffles & also we will do the 50/50 Raffle tickets also. We also will purchase the K9 t-shirts and we are looking to get an approval for a demonstration. A discussion was held to advertise for sponsors, a Banner ad \$2,500, lunch \$1,000.00, Breakfast \$450.00.

Legislative Report:

Nothing new at this time, however Ron talked about some legislation going on with owners of company cars. Company vehicles can be towed if the driver is stopped and can suspend their license. Red Flex is submitting again to not be served by process servers.

OLD BUSINESS:

The credit card vendor still has not been determined.

NEW BUSINESS:

Nothing new.

Motion made by Jenna Jones to adjourn & seconded by Patty Chlebanowski.

Meeting was adjourned at 11:15 AM.

Submitted by: Patty Chlebanowski, Secretary