

**ACRE BOARD OF DIRECTORS MEETING
November 20, 2013**

The meeting was called to order at 9:30 AM by President Mike Lee.

Board members present: Darrell White, Robert McCulley, Mike Lee, Dan Melancon, Doug Sanders, Gary James, Don Lewis, Welborn Marr, Tim Cook, Jim Smith, Richard McBryde, Francis Bradley, Frank Hester, Clyde Keenan, and John Johnson. Absent: Donne Walden
Emeritus members present: Gene Wainscott and Pat Adams

The opening prayer was offered by President Mike Lee.

President Lee officially appointed Gary James as the Set Up / Clean Up chairman. The president then asked for a motion.

A motion by Jim Nichols to accept the appointment of Gary James as Set Up / Clean Up chairman, seconded by Robert McCulley. Board Action: The motion passed.

President Lee officially appointed Frank Hester as chairman of the special holiday committee. The President then asked for a motion.

A motion by Jim Nichols to accept the appointment of Frank Hester as chairman of the Special Holiday Committee, seconded by Doug Sanders. Board Action: The motion passed.

Treasurers Report. Jim Nichols presented his budget proposal for 2014 for consideration.

A motion by Jim Nichols that the budget of \$20,000 for 2014, which included reducing the amount of expense money received by Frank Hester from \$200 to \$50 per month. The motion was seconded by Tim Cook. Board Action: The motion passed.

There was discussion among the board members before the vote was taken. It should be noted that at the end of the discussions the president called for a roll call vote on the motion. Those voting for accepting the budget would require a yes vote, those against accepting the budget would require a no vote:

Those voting YES: Richard McBryde, John Johnson, Jim Nichols, Tim Cook, Wellborn Marr, Dan Melancon, Don Lewis, Robert McCulley, Doug Sanders, Gary James.

Those voting NO: Francis Bradley, Jim Smith. Those ABSTAINING: Darrell White, Frank Hester.

The results were as follows: 10 yes, 2 no, 2 abstain. The motion to accept the 2014 budget carried.

Jim Nichols presented the Treasurer's Report for November, 2013. Nichols explained that he combined the Legal Fund and the Emergency Operation Fund into one money market account.

A motion by Tim Cook to accept the treasurer's report for November as presented, seconded by Dan Melancon. Board Action: The motion passed.

Francis Bradley suggested that the board look into requiring a bond on the treasurer. This was a suggestion, not a motion. His suggestion was noted by the President.

Tim Cook said that he feels that the legal fund should be put into a separate account, such as a money market account, and be accounted for as donations are received from members.

A motion by Tim Cook that the legal fund / emergency fund be split and placed in separate money market funds, with \$15,000 going to the Legal Fund Account and \$15,000 in the Emergency Operation Fund Account. Jim Nichols seconded the motion.

Board Action: The motion passed.

A motion by Jim Nichols that the President has the authority to authorize the treasurer to spend or move up to \$500 without the board's approval for ACRE business, with the understanding that it is to be brought up at the next board meeting. The motion failed due to a lack of a second.

A motion by Tim Cook that the President and Vice President has the authority to authorize the treasurer to spend or move up to \$500 without the board's approval for ACRE business, with the understanding that it is to be brought up at the next board meeting. The motion was seconded by Darrell White. Board Action: The motion passed.

For clarification it was pointed out that if an expenditure is within the budget, no authorization is needed from the President and Vice President. If the treasurer wants to move \$500 from checking to a money market account, he has to get approval from the President and Vice President. Any expenditure outside of the budget must have approval from the President and Vice President.

President Lee clarified who can vote on any motion as provided in the by-laws. Only elected members and board members appointed by the President and approved by the board can vote. Emeritus members cannot vote. The President only votes in case of a tie. Each elected or appointed member of the board must attend at least six meetings in the calendar year to remain on the board. In an emergency situation the President has the authority under Roberts Rule of Order to count that as an excused absence and does not count as missed meeting.

A motion by Jim Nichols that gift certificates in the amount of \$50 each be given to the four secretaries at the Memphis Police Association, one secretary at the Fire Fighters Association, and one clean-up/set-up person at the Board of Education for the work they do for ACRE. Seconded by Darrell White. Board Action: The motion passed.

Jim Nichols made an inquiry as to whether the Peace Makers were invited to sing at the December luncheon, as they did last year. Frank Hester advised that they were invited but does not know how many will attend.

A motion by Jim Nichols that in lieu of gift certificates those members of the Peace Makers who come to perform be given 1 year free membership to ACRE. Seconded by Richard McBryde. Board Action: The motion passed, with 1 member voting no, and 1 member abstained.

Public relation's report. A copy of Tim Cook's talking points were presented to the board and discussed. A copy of his report will be placed in the minutes.

Tim presented to the board members about the need of purchasing Quick Books to keep up with ACRE finances to be used by the treasurer. The cost of the program is around \$200. It automatically produces a monthly report and helps with establishing a budget and keeps up with expenses and deposits.

A motion by Tim Cook to purchase Quick Books software to be used to keep up with our finances. Seconded by John Johnson. Having received on two votes for, the motion failed.

Pension committee report: Dan Melancon reports that the funds on hand as of September 30, 2013 is \$2,115,557,000 and is 82% funded.

President's Report

President Lee turned the gavel over to Vice President Richard McBryde to make the following motions:

A motion by Mike Lee that on December 31, 2013 to purge the 2012 members from our membership list who have not paid their dues. These 45 members last paid their dues in 2011. Seconded by Robert McCulley. Board Action: The motion passed.

A motion by Mike Lee to appoint Don Lewis and Robert McCulley as co-chairs of the By-Laws and Legislative Committee. Their responsibility is to review the current by-laws to make sure that they are up-to-date, review any policies that were made or changed and report them at the end of the year. Seconded by Jim Nichols. Board Action: The motion passed.

President Lee reports that the cost of our insurance premiums has not been finalized.

Having no further business the meeting was adjourned at 11:02 am by President Mike Lee.

Respectfully submitted,

John M. Johnson

John M. Johnson, Secretary