



Executive Committee Meeting Minutes Topeka Chapter October 12, 2010

Members Present:

Marshall Kennedy, Nickie Roberts, Linda Farlow, Kathy Bohnhoff

- Minutes from the August 10, 2010 meeting were distributed. No action was taken on approval due to low attendance. Marshall suggested distributing the minutes for approval at the next board meeting.
- The need for conducting a financial audit was discussed. It was pointed out that in previous years this has not actually been an “audit”, but rather a “review”, as that is what is required by National. Marshall suggested that we hire an outside firm to perform the audit. It was suggested that the cost might be prohibitive. Marshall will get a quote from an accounting firm he is familiar with, and will also request the letter from the last review from Susan to see what it covers. It was also discussed how the review will be different with the use of Quick Books. The question was raised as to who has the post office box key—the assumption is that it is still with Susan, but no one was certain.
- Nickie reported that four members participated in the Race Against Breast Cancer, held on September 11th. She stated that we had reached the maximum allowable points for Community Service in the Chapter Recognition Program. This raised the question of who is reporting our points to National this year. Nickie indicated that she keeps track of her own Community Service points, but there was no answer as to who, if anyone, is tracking points in other areas and whether or not they are being reported to National. Kathy believes that we have already missed the first reporting deadline.
- Linda reviewed the schedule for teleconferences for which we might want to register. The November conference; finding a replacement for Duane Goossen as the January luncheon speaker; and the PDC in February were discussed. It was suggested that we should try to get more high profile speakers booked to generate interest. No decisions were reached, and no motions were voted on—deciding that input should be sought from other board members via email.