

**Minutes of the ATOS Board of Directors Virtual Meeting
Wednesday, April 5, 2017**

1. Chairman of the Board Richard Neidich called the meeting to order at 8:03 p.m. E.D.T.

2. Secretary David Calendine called the roll:

Officers Present: Richard Neidich – Chairman of the Board; George Andersen – Vice Chairman of the Board; Dave Calendine – Secretary. **Board Members Present:** Wilson Alness, Denise Andersen, Michael Fellenzer, David Kelzenberg, Jonas Nordwall, Don Phipps, Mark Renwick, Carlton Smith

Board Members Elect: Tedde Gibson, Taylor Trimby

Staff Present: Greg Bellamy – Information Technology Manager; Ken Double; Don Feely - Website Content Editor; E. Marie Wilson – Parliamentarian

3. Declaration of Quorum Present: (with 13 active Board members, seven Directors are needed for a quorum) With eleven Board members present, a quorum is present.

4. Motion (George Andersen, Denise Andersen) to approve Agenda as amended. (Carried: without dissent)

5. Unfinished Business

A. Convention Update

- Issues with reservations. Members being told that no rooms left, when in fact there are several. Mike Kinerk is out of country and unable to help with issues.
- Please let Richard Neidich know of any issues with anything with the convention.

B. Resignation of President / CE and Moving Forward

- A lot was required of Ken Double as far as his list of duties.
- No “official” office location makes some work difficult.
- Many functions and projects are being done but no central facilitation of all work is done.
- Coordination effort is needed to keep all projects and functions going.
- Does the list sent out by Chairman Neidich make sense to move forward with?
 - A new combined list will be sent out, and everyone needs to determine who is assigned each task. This will then be reviewed at the next Board meeting.
- Another Board meeting will be scheduled for Wednesday, April 19 to continue this discussion.
- Ken Double will be available as “Past President,” and has agreed to help with various jobs, as long as expenses are covered. He has declined to accept a long-term commitment position.

C. Budget

- We have to adopt a budget at the Annual meeting in Tampa.
- All positions need to report on what budget they expect to need next year.
 - Current budget will be sent, along with a request for what they feel they will need.
 - A listing of donations for each budget item will also be sent.
- A new revenue / expense model will be determined from what is reported back to the Board.
- We will not be able to change everything in one year. This is a three year plan.
- Are we going to learn to live within our revenue model? If so, how?
 - One idea is that motions for the Board should include budget request, as well as who is going to be assigned the actions of the motion.
 - It is up to the Board of Directors to enforce the motions

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- There has not been a formal call process with a review of our need for resources in the past several years.
- If changes in our budget are not made, we will have to cut compensation to our staff.
 - One plan is to adopt more third-party vendor services and focus staff on things that their knowledge is best at.
 - The Board will have to determine which programs have priority over others.
- Journal could go quarterly, with more online information through website. Stronger email use could also be implemented.
 - Do we have enough of a demographic to do more digital versions of the Journal?
 - 50-75% of our members have their emails listed. This is not a large enough listing for a good measure.
- Board reimbursement for attending conventions should be eliminated.

6. Motion (George Anderson, Jonas Nordwall) to adjourn the meeting. (Carried: without dissent). Meeting adjourned at 9:03 p.m.

/s/ Dave Calendine, Secretary

Note: This meeting was conducted using *Robert's Rules of Order – Newly Revised*. E. Marie Wilson, Professional Registered Parliamentarian.