

MINUTES OF THE ATOS BOARD OF DIRECTORS TELEPHONE CONFERENCE
MONDAY, MARCH 24, 2998
8:00 p.m. E.S.T.

President Double called the meeting to order at 8:00 p.m. E.S.T.

Officers Present: Ken Double, President, Craig Peterson, Vice President, Bob Evans, Secretary, Paul Van Der Molen, Treasurer. **Board Members Present:** Vern Bickel, Mike Cierski, Jelani Eddington, Michael Fellenzer, Allen Miller, Don Near, Donna Parker, Doug Powers, Carlton Smith. **Youth Representative Present:** Tyler Morkin. **Staff Present:** Jim Merry, Executive Secretary, Jonas Nordwall, Workshop Coordinator, Jeff Weiler, Parliamentarian.

President Double declared a quorum.

The minutes of the ATOS Mid Year Meeting were approved. The minutes of the 2008-1-8 and 2008-2-20 were also approved.

Old Business:

Youth Protection Policy:

- The board considered a proposal for the creation of a Youth Protection Policy. Michael Fellenzer and Jelani Eddington outlined their ideas for a Youth Protection Policy. Members of the board discussed many ideas put forth for consideration. All agreed that the main purpose for such a policy was to protect the well being any young persons engaged in ATOS activities while at the same time guarding the interests of the organization.
- Most agreed that the policy should be broad enough in scope to be applicable to all ATOS activities.
- Specific requirements for specialized activities could be handled on an individual basis.
- Jelani Eddington, Michael Fellenzer, Michael Cierski, and Tyler Morkin will present a draft copy of the Youth Protection Policy during the next telephone conference to be held (tentatively) on Tuesday, April 29, 2008.

Update on Member and Officer Survey:

- Doug Powers reported that the survey is essentially finished. Apex Management Services of Elmhurst, Illinois will handle the data entry, analysis, and reporting of the results of the survey.
- Plans are for the survey to be included in the envelope with the next *Theatre Organ* mailing.
- The chapter officer's survey will be done on line. This survey should be on line on or about May 1, 2008.

Paid Administrator's Position:

- Bob Evans reported that the official press release is written and posted on the web site.
- A draft copy of the job description should be available by March 31. This draft will be distributed for comment and editing.

Fund Raising:

- President Double reported that he has made some initial contacts with potential donors.

New Business:

Protocol for Changing Electronic Binder or Web Site information:

- Bob Evans offered a protocol for changing information for the electronic binder or web site. (A copy of the protocol is included with these minutes.)

President Double declared the meeting adjourned at 9:03 p.m. E.D.T.

/s/ Bob Evans, Secretary

The meeting was conducted according to *Robert's Rules of Order*. Jeff Weiler, Parliamentarian