

<b>Committee Name:</b>	Executive Committee	<b>Date/time of meeting:</b>	9/3/2019 8:30pm ET
<b>Committee Chair:</b>	Patty Miller		
<b>Minutes recorded by:</b>	Greg Danner		

## Actions Taken:

1. Approved: The July 1, 2019 Executive Committee Meeting minutes.

<b>Number of committee members present: 10</b>	<b>Absent: 0</b>	<b>Others present: 0</b>
<b>Committee members present (list all, including chair and vice chair):</b> Patty Miller – President; Peter Guadagni – VP of Administration; Chris Colburn – VP of Local Operations; Donn Livoni – VP of Programs; Frank (Skip) Thompson – VP of Community Services; Greg Danner – Secretary; Ralph Davis – Treasurer; Dawson Hughes – CEO; Nadine Day – Immediate Past President, Maria Elias-Williams – Legal Counsel.		
<b>Not Present:</b> None.		
<b>Guests:</b> None.		

## Minutes

The meeting was called to order at 8:33pm ET.

1. Agenda review and conflict of interest (Patty): None. Nadine involved in USAS conv.
2. Vote to approve July 1 meeting minutes (Greg): **MSA to approve the minutes. The motion passed unanimously.**
3. CEO's report (Dawson):
  - a. Membership: Up the last four months and five of the past six months over last year. Notably, returning members (i.e. not members last year, but members prior to that) have come back at a higher rate than we've seen in the past 4-5 years.
  - b. Convention:
    - i. 2019 annual meeting page: Almost all pre-convention documents have been loaded on the 2019 annual meeting page. The CEO report should be up tomorrow.
    - ii. Provided information on the two keynote speakers for Friday. Noted that Pacific Masters will be covering some of the costs.
4. SSL Update (Patty/Dawson):
  - a. Patty reported on the committee activity: two sub-committees, one focused on fundraising and the other on marketing and programs. Many of the meetings were held during the workday. She said the level of activity and communication has improved from the past. She said the group has been a good start for finding ways to involve volunteers.
  - b. Dawson reported on the business side of SSL:
    - i. A silent auction may occur soon; this would extend past convention for greater reach. Some items have been gathered already for that event. There will be accompanying social media engagement and information in Streamlines.
    - ii. Suggested that the committee should be focused on targeted prospects. There has been a decline in donations this year, some of which may be attributed to changes in the tax laws. The slight decline in membership may also have an impact.
    - iii. Financial guidelines and reserve policy were reviewed by the Board, but never (fully) approved. Recommended we look at that and get recommendations from the Board of Trustees and Finance Committee.
  - c. Questions/comments:
    - i. Skip asked about the convention SSL workshop presenters. It was noted that Brandon Franklin and Jay DeFinis will present.
    - ii. Ralph recommended that the Board reviews whether SSL is properly structured for growth and sets goals. Patty and Dawson both agreed. Patty noted that ALTS began as a revenue stream and morphed into a charitable arm. The connection between ALTS and SSL may need clarification. Dawson pointed out that people who donate to SSL participate at a higher rate.
5. Convention update:

- a. HOD Agenda: Patty reviewed the draft agenda that was distributed prior to the call. Since we're light on legislation, the National Office will have time to discuss various tools useful to our members. Dawson noted that Pacific LMSC has already voted to be an early adopter of the unified fee.
  - b. Officer reports at the Wednesday BOD: Although officers typically do a consent agenda, Patty asked everyone to provide some detail of their reports for the benefit of the wider audience at the Wednesday meeting. There are usually several delegates in attendance, and this would serve to be educational.
  - c. Any other topics for Wednesday BOD?
    - i. Peter suggested a discussion on LMSC Standards, particularly about LMSC elections. This should be brought to the LMSC Development Committee for review.
    - ii. Dawson noted that the BOD should approve the SSL grant amount at the Wednesday meeting.
6. The next EC call will be determined at the convention. The next BOD meeting will be in person at 9:00am CT on Wednesday, September 11 at the Convention in St. Louis, MO.

The meeting was adjourned at 9:26pm ET.

Respectfully Submitted,  
Greg Danner, Secretary