

USMS Convention—Anaheim, California 2007

Committee Name: Registration	Session #: 1	Report #: 5
Committee Chair: George Simon	Vice Chair: Arni Litt	
Minutes recorded by: Arni Litt	Date/time of meeting: 9/27 1:00 p.m.	

Action Items: Proposed Expenditures

- 1.

Action Items:

1. MSA that the Registration Committee makes it its goal before the 2009 Convention to have a process/plan for an annual rolling membership.
2. MSA for George to create a task force to look into rolling registration.
3. MSA that the Registrars will send cards for the 2008 registration year.

Number of committee members present: 10	Absent: 2	Number of other delegates present: 40
Committee members present (list all, including chair and vice chair): George Simon, Arni Litt, Jeff Roddin, Marilyn Fink, Nancy Ridout, Anna Lea Roof, Chris Powers, Susan Ehringer for Babs Larson, Ex-Officio members: Tracy Grilli, Julie Heather, and Leo Letendre.		

Minutes

The meeting was called to order at 1:02p.m.

1. Strategic plan:
 - a. Rolling annual membership or 18 month membership
 - i. These may be feasible down the line with on line membership.
 - ii. What do other NGBs do about annual registration?
 - iii. Ability for meet directors to check on line for current registrations.
 - b. What are we doing about the attrition of members in each LMSC? Is there a mechanism for this helping LMSCs? If this is what we want to do, then how will we handle it can be figured out.
 - c. Life Time membership
 - d. Auto-renewal
2. Rolling Annual Membership: sense of house: overwhelmingly for it.
3. On-Line Registration reviewed by Leo Letendre and Dan Wegner of Club Assistant our On-Line Registration software vendor.
 - a. First iteration will be Registrars inputting data on Line, not members
 - b. Current intent is for Oct 15 beta testing by a few Registrars & Nov. 1 all Registrars
 - c. Registrars at this time will be the only one registering Clubs
 - d. Since it will be imperative that Clubs be renewed in a timely manner (before their members, Legislative amendment #L27 was presented.

L27: 201.2.2 The following should be inserted after the second sentence:
Renewal forms will be accepted September 1st for the next registration year.
4. Conference/Training call to aid Registrars in On-Line Registration and their concerns about membership issues.
5. Task force suggestions:
 - a. On-line registration program should send marketing information in a membership packet that is emailed with membership card containing lots of member information including but not limited to, workshops, vendors & sponsors, meet & event stuff etc. coupons from sponsors or links (Members without email need to be addressed)
 - b. Plastic card with renewal sticker – branding. Who would send these cards – National Office, Club Assistant, Registrar
 - c. Need to discuss how printing of membership cards is to be handled in 2008 and future. Why do people still use continuous feed?
6. What is the best way to get started this year (2008)?
 - a. Go with paper cards sent out by Registrar.

- b. When member registers on line, have opt-out box for mailing membership cards.
 - c. Opt-out on renewal notices for vendor catalogues
 7. One Event Registration –
 - a. Task force will discuss as part of rolling membership
 - b. How does OE affect membership?
 8. It was requested that the LMSC Chairs be kept informed about On-Line Registration as well as all Registrars. A few Chairs are the members' initial or only contact. In most LMSCs it is the Registrar that is the initial contact.
 9. Julie Heather, Vice President of Local Operations, will now be liaison for Registration committee.
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Tasks for the Upcoming Year

1. Rolling annual registration evaluation.
2. On-line registration for members.
3. One Event registration evaluation.

The meeting was adjourned at 2:25 p.m.
