

APRA

Association of Professional Reserve Analysts

Minutes APRA Board Meeting via Conference Call January 22, 2016

Present: Rich Thompson, Mike McDermott, Megan Konecny, Roy Helsing, and Rob Forney.

Unable to Attend: Ted Salgado

Staff: Debra Pass

- I. **Call to Order** – 1.22.16 Board Meeting convened at 11:01 AM CST.
- II. **Meeting Minutes** – The minutes from the November 19, 2015 Board meeting were approved as distributed.
- III. **Financial Report as of December 31, 2015**
 - A. **Financial Report** - APRA's net income was \$6,844.81; total assets were \$27,709.63. December payments were made to TEAM, Inc. for \$1,141.19 (headquarters management and out of pocket expenses) and David Bach & Associates for \$125 (overpayment of membership dues).
- IV. **Committee Reports**
 - A. **Designations Committee** – Ted will be setting up meetings in February to tighten up the committee's recommendations for presentation to the membership at the Annual Meeting.
 - B. **Branding Committee**
 1. **APRA Logo Redesign** – Rich presented four designs for the Board's consideration, and two designs were selected for revision to include APRA's name, spelled-out, and the new tagline. Rich made a motion to direct Ryan, the designer, to revise the two logo designs by recoloring them in blue and adding APRA's name and tagline; Roy seconded. The motion passed.
 2. **APRA Website Redesign/Wild Apricot** – The Board discussed subscribing to Wild Apricot as APRA's website/association management software platform. All agreed it would work well, and Roy made a motion to approve subscribing to Wild Apricot and to begin developing APRA's website; Megan seconded. The motion passed. Ideas for the new website included a members-only section, archived newsletters, and searchable articles. Rich asked for volunteers to help develop the website; Roy, Rob, Mike and Megan will join Rich in facilitating this task. The committee will create a framework for the new website to present at the March Board meeting.
- V. **Unfinished Business**
 - A. **2016 Symposium Location and Dates** – Debra presented possible venues in San Jose for the 2016 Symposium, and the Board discussed each option. Preferred dates are April 16-17 or May 21-22. Megan made a motion to approve the Hilton San Jose, subject to availability; Rob seconded. The motion passed. Rich will be setting up a meeting to put together the Symposium agenda.

B. Nevada Education Initiative – tabled until the March meeting.

C. Standardized Reserve Study Report Initiative – Mike presented a draft of a proposed standardized reserve study report. The Board agreed that creating this universal standard, listing core data, would benefit the profession. Mike will present the proposed form at the Symposium and will be soliciting feedback from the membership.

VI. New Business

A. Credit Card Usage Policy – tabled until the March meeting.

B. 2016 Membership Renewal Report – To date, 68 individuals have renewed their membership: 55 PRA members and 13 general members. Nineteen members are still not renewed: 11 PRA members, 10 general members and 1 associate member. Debra will follow up on the un-renewed members.

C. Member Update Since the Last Board Meeting

New PRA Member:

Joel Tax PRA

New Reserve Study Provider Company:

Reserve Data Analysis NW

Individual Members

Total PRA Members 72

Total General Members 17

Total Affiliate Members 1

Total Members 90

Member Companies

Reserve Study Provider 58

Affiliate 1

Total Member Companies 59

The meeting adjourned at 12:10 PM CST.

Next Meeting Date: Friday, March 25, 2016 at 11:00 AM CST, 9:00 AM PST.

Respectfully submitted,

Debra Pass, TEAM, Inc.