

APPROVED

**ELECTRONIC ASSOCIATION OF PARLIAMENTARIANS  
BOARD OF DIRECTORS SPECIAL MEETING  
NOVEMBER 30, 2017 AT 7:00PM CENTRAL TIME  
MINUTES**

**CALL TO ORDER**

The special meeting of the Electronic Association of Parliamentarians' Board of Directors was called to order at 7:01PM Central Time on November 30, 2017 by President Weldon Merritt, PRP via teleconference provided by FreeConferenceCall.com. The secretary, Beth S. James, PRP was present.

**ATTENDANCE**

A quorum was established based on a roll call as follows:

**PRESENT (4):** President Weldon Merritt, PRP, Vice President Evan Lemoine, PRP, Secretary Beth Sapp James, PRP, Treasurer Amber Slaughter

**MINUTES APPROVAL COMMITTEE**

Without objection, a minutes approval committee was appointed consisting of Evan Lemoine, PRP. The committee approved the minutes of the November 9, 2017 special meeting.

**UNFINISHED BUSINESS AND GENERAL ORDERS**

Without objection, Smart Financial Credit Union was adopted as the financial institution for deposit of EAP funds.

Without objection, the December 1, 2017- November 30, 2018 budget was adopted. See Appendix A.

Without objection, a financial review committee was appointed consisting of Evan Lemoine, PRP (Chairman) and Beth S. James, PRP.

**NEW BUSINESS**

Without objection, the following resolution was unanimously adopted via roll call vote: Beth S. James – Yes; Evan Lemoine – Yes; Amber Slaughter – Yes; and Weldon Merritt – Yes.

**WHEREAS**, the Electronic Association of Parliamentarians (EAP) desires to grant signing and authority to certain persons described hereunder; and

**WHEREAS**, EAP Standing Rule 2D1 specifies, "The treasurer will ... open and maintain a checking account with a local bank ...";

**RESOLVED**, that Amber Slaughter, as Treasurer is hereby authorized and approved to have signing and authority to conduct business on behalf of EAP; and

**RESOLVED**, the foregoing signing and authority granted shall include, but not be limited to, submitting all the necessary papers, letters, agreements, documents, writings, and submissions to financial institutions as may be required for opening an account, day-to-day transaction, operation and correspondence for EAP.

The meeting was adjourned at 7:20PM Central Time.

*Elizabeth S. James, PRP  
EAP Secretary*

Adopted by Minutes Approval Committee:

Evan Lemoine, PRP      12/3/2017

## APPENDIX A

Fiscal Year Period: 2017

<b>Budget</b>	
<b>Revenue</b>	
Dues	960
Total cash revenue	\$ 960
<b>Total Revenue</b>	<b>\$ 960</b>
<b>Expenses</b>	
Travel and meetings	200
IRS Tax Exempt Filing Fees	300
Conference Bridge	75
Web Hosting	125
Postage & delivery	25
Other	
Total cash expenses	\$ 725
<b>Total Expenses</b>	<b>\$ 725</b>
<b>Revenue over Expenses</b>	<b>\$ 235</b>