

APPROVED

**ELECTRONIC ASSOCIATION OF PARLIAMENTARIANS
BOARD OF DIRECTORS SPECIAL MEETING
DECEMBER 6, 2018 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 7:00PM Central Time on December 6, 2018 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 S. James, PRP, Treasurer Amber Slaughter

GUESTS & ADVISORS (1): Parliamentarian Paul McClintock, PRP

MINUTES

The committee approved the minutes of the November 19, 2018 adjourned meeting.

NEW BUSINESS

Without objection, President Weldon's action of requesting NAP headquarters to send all future payments of EAP primary member dues to the secretary until further notice was ratified and adopted.

Without objection, Secretary James' action to open a new EAP checking and savings accounts at JSC Federal Credit Union for deposit of EAP funds was ratified and adopted.

Treasurer Slaughter responded to questions.

The November Treasurer Report was provided December 6, 2018, see Appendix A. A corrected balance on hand was provided, \$986.30. The Treasurer will send an amended November Treasurer Report tonight.

Treasurer Slaughter resigned her position as treasurer.

Vice President Lemoine moved to accept the Treasurer's resignation. The motion was adopted via roll call vote: Evan Lemoine – Yes; Amber Slaughter – Abstain; Beth S. James – Yes; and Weldon Merritt – Yes.

President Merritt requested Ms. Slaughter to send all financial records and remaining funds to Secretary James.

Ms. Slaughter explained her next steps – to make final deposits December 7, 2018, determine the process to close the account and distribute funds and financial records per the request.

Vice President Lemoine nominated Beth Sapp James to serve as treasurer for the remainder of the term. Without objection, the motion was adopted.

Secretary-Treasurer James requested Ms. Slaughter to immediately provide the PayPal account username and password for dues renewal. Ms. Slaughter also stipulated that she would send the PayPal debit card to Secretary-Treasurer James.

Annual Meeting planning items were discussed.

The meeting was adjourned at 7:31PM Central Time.

*Elizabeth S. James, PRP
EAP Secretary*

APPENDIX A Treasurer's Report

Month of November					
BALANCE ON HAND:		(End of prev. month)			\$ 1,141.30
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INCOME:		Monthly	YTD	Budget	Variance
Membership					-
Dues		136.00	1,141.30	960.00	181.30
Carry-over for Next Year		\$12.00			-
Unallocated Reserves					-
					-
TOTAL INCOME:		\$ 136.00	\$ 1,141.30	\$ 960.00	\$ 181.30
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EXPENSES:		Monthly	YTD	Budget	Variance
General Expenses					
Bank Fees		15.00	15.00	-	(15.00)
Total General Fees		15.00	15.00	-	(15.00)
Other Expenses					-
Conference Bridge				75.00	75.00
Travel				200.00	200.00
Web Hosting		40.00	40.00	125.00	85.00
Postage		-	-	25.00	25.00
Annual Meeting Court		100.00	100.00	-	(100.00)
Total Other Expenses		140.00	140.00	425.00	285.00
TOTAL EXPENSES:		\$ 155.00	\$ 155.00	\$ 425.00	\$ 270.00
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BALANCE ON HAND:		5-Dec-18			\$ 1,141.30
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Treasurer Signature:					