



Dakota CRS Chapter

North and South Dakota

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Dakota CRS Chapter
Conference Call Meeting
11:00 am Central Time
Wednesday, November 19, 2008

Present: Bruce Curington, Carol Lawhun, Diana Zietz, Sandy Meyer,
Steve Lunde and Faith Wendt

Absent: Hap Hilbish, Kim Smith, Ninetta Wandler

Staff: Jill Beck

The meeting was called to order by President Bruce Curington and roll call was taken.

The minutes from September 10, 2008 were reviewed and approved as presented. (M/S/C)

The financial report was reviewed – Income is behind by close to \$1,000 but still have money coming in and also expenses are down by about \$4,000 as we head into the last month of the budget. (See attached) Consensus was to see if the Bismarck Mandan Board would once again do the audit review for the National Council.

Membership numbers were reviewed and Sandy asked staff to contact her regarding the \$50 rebate that the Chapter can receive if we can recruit the 13 Unpaid National Members.

Convention Update: The class on Wednesday morning had 159 attend (with registration proceeds at \$2,760) and the afternoon class on Identity Theft had 100 attend (with registration proceeds at \$1,785). The Chapter also participated in the Chapter with a Heart project by donating \$510 to the Housing Program of the Minot Community Action Program. The project will be turned into National for the Chapter with a Heart Project for 2009. The CRS of the Year was Bruce Curington and Diana Zietz was the winner of the Sellabration registration.

Jill gave an update on the dues billing and that they were sent out earlier this week. Consensuses were to follow-up with another reminder mid-December and do weekly until the end of the year after that.

NAR Convention Update: Sandy Meyer and Diana Zietz

Sandy updated everyone on the leadership meetings she attended and also asked staff to look into and address the Chapter insurance for the officers and directors. She also discussed that the Council is stressing getting members involved in social media such as Face book, linked in, twitter. There will be further discussion on this at the upcoming meeting.

Diana mentioned that at the meetings she attended she received a Transition Meeting Checklist that covered many issues that should be discussed. Also met Mark Hess, the Chapters new RVP, who would like to attend either the Chapters transition meeting or convention and would like to be posted on any meetings that the chapter is having.

Other changes that the Council is going through is there will no longer be a flat fee for course instructors and it will be changing to a negotiable fee and the instructors will no longer be sharing their best practices. Also mentioned at the National Meetings that Chapters should either sponsor the last page of outlines or breaks at GRI classes to get exposure to the designation and Chapter. Decided to further discuss at future meeting.

Diana also mentioned that one person from CRS Leadership is able to audit CRS courses that are held in their jurisdictions.

After Diana was finished with report, discussion was on her attending meetings on behalf of the Chapter since Bruce was unable to attend and that she should be reimbursed for some expenses. After further discussion it was moved and seconded to reimburse Diana for \$500 of expenses incurred for the convention. (M/S/C).

Goals for 2009 were briefly discussed and discussion turned to a transition meeting. The meeting is to be scheduled on December 4 at noon at the NDAR office in Bismarck. Board of Directors and Local Board Representatives to be invited and also new RVP, Mark Hess, be invited to State Convention and also to call into this meeting.

Other Business: Sandy Meyer was contacted by Pat Zaby who will be doing a class on Microsoft office in Spearfish on April 22-23 and asked if the Chapter would be interested in sponsoring a day or ½ day course. More information will be gathered for this proposal for the next meeting.

Being no further business the meeting was adjourned.

Respectfully Submitted,

Jill Beck
Chapter Administrator

Attachment: Financial Statement

2008 Profit and Loss Budget Performance

10/31/2008

	Proposed Budget	Actual
Income	\$10,535.00	\$9,446.63
Expenses	\$10,535.00	\$6,211.01
Net Total	\$0.00	\$3,235.62

Checking account balance:

General Income/ Expense	2008 Budget	YTD Budget	YTD Actual
<u>Income</u>			
Dues	\$5,175.00	\$5,175.00	\$4,420.00
Grant			
CRS Awareness			
Education Grant	\$1,000.00	\$1,000.00	
Education	\$2,500.00	\$2,500.00	\$4,545.00
Web site Reimbursements	\$1,400.00	\$1,400.00	
Interest	\$10.00	\$10.00	\$1.63
Misc.			
Lunch Charges	\$450.00	\$450.00	\$480.00
Convention			
Total Income	\$10,535.00	\$10,535.00	\$9,446.63
<u>Expenses</u>			
Annual report	\$10.00	\$10.00	\$10.00
Wages/Contract	\$1,500.00	\$1,500.00	\$1,500.00
Booth/Supplies	\$200.00	\$200.00	\$250.00
Education Expenses	\$1,500.00	\$1,500.00	\$1,000.00
Rental/Refreshment Expenses			
Gifts/Awards	\$150.00	\$150.00	\$132.45
Newsletter Printing/Promotion	\$100.00	\$100.00	
Postage	\$150.00	\$150.00	
Telephone	\$200.00	\$200.00	\$100.10
Travel			
President	\$3,500.00	\$3,500.00	\$1,075.82
Administrator	\$1,000.00	\$1,000.00	
Web Site Hosting/Management	\$400.00	\$400.00	\$280.14
Convention Luncheon	\$450.00	\$450.00	\$456.50
Dues Billing Fee	\$700.00	\$700.00	\$591.00
Benevolence Fund	\$200.00	\$200.00	
Misc.	\$125.00	\$125.00	
Audit			
Service Charges	\$25.00	\$25.00	
CRS 1/2 price Sell-a-bration	\$275.00	\$275.00	\$310.00
Supplies	\$50.00	\$50.00	
Checks Ordered	\$0.00		
Chapter with a Heart donation			\$505.00
Total Expenses	\$10,535.00	\$10,535.00	\$6,211.01