

AGA Board Meeting 01/21/2018

In Attendance:

Lisa Scott
Samantha Fede
Andy Okun
Chris Kirschner
Andrew Jackson
Steve Colburn
Martin Lebl

Absent:

Gurujeeet Khalsa
Edward Zhang

Meeting Called to order at 8:20 EST

Approval of December Minutes: No concerns, Steve moves to approve and Chris seconds, unanimous approval. December minutes are approved.

President's Report: Some time ago, Lisa proposed and the board was amenable to hiring a part-time staffer to help with administrator type things. I'd like to follow up with that because I'd like to be able to do those things in a more timely manner. So, I'm planning on doing that and will keep the board updated. Any questions?

Martin: Do you have anyone in mind yet?

Andy: Not yet. Previously one person I talked to said she might be interested but it's been a while.

Chris: Will this person be associated with the AGA? Familiarity with our workings could be an advantage.

Andy: It could be, but not necessarily.

State Championships Update (Chris): On track, we have an email address and the document circulated a few weeks ago is pretty much the final version except: 1) AGA ranks must be used and 2) states can be divided if they want to, but we will ask the two regional champions to play off. This is still a draft, but we're going to have an announcement in the ejournal soon and talking directly with chapter leaders. The document says that the AGA will provide funding for a perpetual (~\$75) and individual trophy (\$20-40). Do we need to have the board pass a specific allocation?

Martin: I'm not sure we specifically allocated the money, but we do have some discretionary funds.

Chris: My memory is that we allocated it in principle. I need to check those minutes and we will have a budget coming up soon, and Andy may fund it out of the president's fund if needed.

States that have currently expressed interest: TN, CA, NY, PA

Ranking System Update (Chris): We're waiting on getting actual certificates to print. I believe that Jon and Steve are working on the technical details. A separate server is being brought up and running for this.

Steve: My latest understanding is that we're waiting on budgeting information.

Andrew: Can you clarify, Steve?

Chris: My understanding was that the budget impact was minimal.

Steve: Do we have any budget parameters for this? We need to know how many resources we have to use so that I can size it appropriately. It's either \$10-20/month, or \$40/month etc.

Chris: That's not a significant impact I think.

Steve: I want to make sure we're using the AGA's resources wisely. I can give you more details at a later point Andrew.

Steve: Are we going to put this to the membership, that it's coming out? I've only heard of this on the board level.

Chris: Yeah, I've been holding off until it's really there. We should have an ejournal article. But we want to be quite certain on when it's coming out before we send that info.

Code of Conduct: Updated version was received by the board 2 weeks ago. Any questions or changes? [General approval]

Chris: Have we recirculated this back to Lenora at NP solutions?

Lisa: Karoline has sent it back to her.

Chris: I think we should approve pending professional comment (NP solutions)

Lisa: I think we should definitely also get approval and comments from the chapters.

Chris: Yes, but should we wait for NP revisions prior to sending to the chapters?

Chris moves to approve at the board level and give it to Andy Okun to circulate and revise based on feedback. Lisa seconds. Unanimous approval, motion carries.

Go Congress 2018: Lisa sent out the budget to the board earlier and a summary of her concerns and a comparison to previous budgets.

Chris: Do we have a signed contract with William & Mary yet?

Lisa: We have the contract but are holding off signing pending hotel information.

Andy: Diego is hoping to finish the signing sooner rather than later, so I am planning on getting that done soon. The only concern is the rooms, which we're hoping can be written in contractually for us.

Chris: My concern is that a contract not signed by the end of the year is full of surprises, in my experience.

Andy: I will compare the contract from before (that I had a lawyer look at) and the current thing.

Lisa: The biggest concern we had last time was the break even point. Diego and I have gone back and forth on this. What do you think in terms of percentage? I would estimate attendance closer to 460 than 500, so you can see where that falls in numbers on the budget sheet. 460 would translate to a surplus of ~\$22k.

Chris: I don't think advertising makes a huge difference.

Lisa: Certainly, we haven't found a successful advertising mechanism.

Chris: What about participation from Asian countries?

Andy: Similar to 2017, but maybe a little smaller because it isn't as much of a tourist spot. The standard groups from China and Japan have continued to express interest. We had some problems with one of these groups, but everything worked out.

[Cross talk about banquet attendance]

Chris: I haven't actually looked at this version yet, but last time I looked there was a $\frac{1}{3}$ profit being made on the rooms. In previous years the more expensive room prices were inflated to make the cheaper rooms even cheaper.

Lisa: Yes, in the current version the cheap rooms have a 10% surcharge, and the most expensive 30%. The number of rooms we have is on the budget sheet. Unless you have major concerns, these are things that Diego and I can work on.

[Cross talk]

Martin: There are no numbers for apartment rooms?

Lisa: Yes, that's a placeholder but we're not sure of any details about them yet.

Martin: Assuming this is all approved, how soon can we start registration?

Lisa: We need an approved budget, then a memorandum of agreement, then we can bring the website up. Diego will be out of the country for a few weeks but otherwise we can do this pretty quickly. I'd say mid March latest. The final budget should be within 10% of the current numbers. Our assumption is that 70% will stay on site, up from previous updates because we have better room options than we previously thought (i.e., private bathrooms).

Chris: Are there close (walking) off-site places?

Lisa: Most things are within 2 miles, not easy walking distance. Or, you'd need a car.

[Chris and Lisa cross talk about the quality of the rooms at the William & Mary site]

Lisa: Please send me an email with concerns about administrative things that I can research for you off the board meeting time.

Martin: Is there a motion anyone wants to put forward?

Lisa: I'm not sure if we need a motion, but the board was interested in the information. It has already been approved by the general assembly. Please email me if you have any more questions.

Andy: This was just an informational item.

New Business: Potential ejournal staffing issues for congress were mentioned.

Meeting adjourned at 9:12pm EST