

## AGA Minutes 6/2/2013

### Attending:

- Gurujeet Khalsa
- Chris Kirschner
- Steve Burrall
- Paul Celmer
- Lisa Scott
- Bob Gilman
- Edward Zhang
- Daniel Smith
- Andrew Okun
- Ted Terpstra

Meeting called to order at 5:04 EDT 06/02/2013

1. Approval of minutes
  - a. Gilman moves to approve, Scott seconds. Unanimous.
  - b. (Okun joins at 5:07 EDT)
2. President's report
  - a. New phone number for board meetings. (cost savings)
  - b. After school program in city of LA. Pilot program in two schools.
  - c. Adwords. At last marketing and developing committee meeting, Steve Colburn informed us of Google grant program for nonprofits (C3's). Andy also listed the AGA at goodsearch.
  - d. CLC lodging. Bulk travel discount.
    - i. Gilman: how does this differ from other online booking systems?
    - ii. Okun: Not sure.
  - e. Online branding. We're now running a facebook entity.
  - f. Andy is leaning towards adding some banner ads to the website. It will be vendor ads, so they should be relevant.
  - g. Andy wants to add options for those signing up or renewing membership; an option to "contribute \$5 to the travel fund" or potentially to give a donation to the AGF.
  - h. Logo wear. Andy is considering acquiring hats or other branded items to either give or resell to members, following the example of the AGA E-journal hats.
3. Reserve policy.
  - a. Khalsa: most organizations have a formal policy as to how much ought to be kept in reserve, I want to get us back on track to establish such a policy. By all the metrics we know of, our reserves are much higher than normal for a non-profit.
  - b. Okun: Reserves are kept in a money market account; against that, we have liability accounts: we hold excess congress money for clubs, and amortize the cost of life members. Subtracting that, we have approximately \$175,000 in reserves.

- c. Celmer: What's the usual ratio of operating expenses and reserves?
  - d. Khalsa: about 2x. We're in the 3-4x range at the moment.
  - e. Okun: Not counting income and outflow that are linked, it takes about \$65,000 to run our activities for a year. We should probably also include about \$30,000 to cover our exposure due to congress.
  - f. Khalsa: we should perhaps have an accountant look at this and make a recommendation.
  - g. It was agreed to do this.
  - h. Okun: we should spend the excess on organization-building, making us sustainably better and larger.
  - i. Celmer, Gilman, Okun: we need an official policy before we start spending this "excess".
4. Budget.
- a. Gilman: When does the fiscal year end and when does the budget need to be approved by?
  - b. Okun: Last friday. ;) June 1-May 31 fiscal year.
  - c. (line-by-line discussion of budget)
  - d. Will continue discussion by email.
5. Executive session to discuss matters pertaining to the financial health of the organization.
- a. Gilman moves to enter executive session, Burrall seconds. Unanimous.
  - b. Entered executive session at 7:00 EDT.
  - c. Left executive session at 7:23 EDT.
6. Date and time of next meeting.
- a. July 7, 8pm EDT
7. Adjournment.
- a. Kirschner moves to adjourn, Celmer seconds. Unanimous.
  - b. Meeting adjourned at 7:26 EDT.