



IMPROVEMENT THROUGH EDUCATION & NETWORKING

## BOARD OF DIRECTORS MEETING MINUTES

August 7, 2024

The meeting came to order at 6:09 PM

Present: President Mike Movius; Vice President Dr. John Bamberl; Vice President Carol VanOrnum; Treasurer Bill Miller; Secretary Andrew Mizzak; Directors Craig Apperson, Dr. Jared Peatman, and Melissa Winn.

Absent: Directors Dr. Curt Fields and Steven Rauschkolb. Steve Magnusen, President of the Indianapolis CWRT.

### I. WELCOME

President Mike Movius offered some brief welcoming remarks.

### II. CORPORATE BUSINESS

- Secretary Andrew Mizzak moved, with a second from Craig, that the minutes of the Board of Directors Meeting of July 17, 2024, be approved as transcribed. The motion carried unanimously.
- Treasurer Bill Miller moved, with a second by Carol, that the report of the Treasurer be adopted. The motion carried unanimously.
- There was no report relative to the Ambassador Program, due to the absence of Dr. Fields.
- Awards Committee Chairman Dr. John Bamberl shared that the James A. Garfield CWRT (Ohio) will be receiving the Wallace L. Rueckel Innovation Award for 2024. Mike added that the award will be presented at the Indianapolis workshop.
- Vice President Carol VanOrnum reported from the Communications Committee that the August *Light Post* has been sent out. Bill added that he received a note from Chris Kolakowski's dad, Pete, relative to *The Light Post*.
- Secretary Andrew Mizzak reported from the Development (Fundraising) Committee that the second part of the tandem launch for the 2024 Giving Tuesday campaign will take place at the Indianapolis workshop. Andrew thanked Mike and Steve R. for their input and feedback on the program insert that encourages folks to participate in the Giving Tuesday campaign. Bill added that the "shop" raised \$120 at the Winchester workshop. Carol mentioned that there was an additional credit card charge.
- There was no report from the Marketing Committee, due to the absence of Steve Rauschkolb.

- Melissa reported that her intern had completed the work relative to updating the “Dead or Alive” list. The intern completed the entire list of CWRT’s, and updated information relative to group leaders, meeting dates, newsletters, and other pertinent information. The information was forwarded to Mike. Melissa added that the intern liked talking to the leaders.
  - Bill asked Melissa to convey all of our thanks to her intern for their hard work.
  - Mike addressed some discrepancies relative to the list of closed CWRT’s, as well as some information relative to the San Diego CWRT.
- Relative to the Winchester workshop, the following feedback was offered:
  - Bill: “We hit a home run. It was good.”
  - Jared: “Good.” He liked how Mike recognized where and when things were dropping off, and ended early. Jared also said there was a lot of good energy in the rooms.
  - Carol said the only correspondence she received was related to *The Light Post*.
- Mike stated he received a letter claiming our Trademark would be lost if we did not pay a fee to keep it active. Mike shared that info with a patent and trademark attorney who stated it was a scam.
- Referring to the Winchester workshop, Mike said he has only received positive feedback (which was an answer to Carol’s question regarding any possible negative feedback.)
- Relative to the Advisory Council: There is a vacancy on the Advisory Council due to the death of Pete Carmichael. Mike will be asking Matt Gallery of Addressing Gettysburg to join the Advisory Council.
- Mike also discussed in-kind donations for the Board of Directors.
  - Several who attended the Winchester workshop have submitted totals for travel, airfare, lodging, etc.
  - Those who do this for either or both workshops will receive a credit for an in-kind donation to the CWRT Congress and a receipt stating that.

### III. INDIANAPOLIS WORKSHOP

- Mike stated there will be a room in the hotel in Indianapolis to put the swag bags together and to gather for Fridays with Grant.
- Mike also stated there are some issues relative to the Indiana War Memorial, and that the individual he initially worked with has not been responsive to his communications. Mike later found out she is no longer there, so he also reached out to the individual presumed to be the departed-employee’s superior... also no response.
- Mike shared his concerns that we might not have the auditorium and breakout rooms.
- Mike also called Shapiro’s Deli, and also has received no response.
- Mike said he needs to call the Indiana War Memorial and Shapiro’s again.
- Mike expressed his concerns that the contract with the Indiana War Memorial might not have the amendments and other changes as previously agreed to.
- Registration Status – 31 as of 8/4
- Food Service will be for 35.

- Andrew has received the program booklets from Steve Rauschkolb, but not yet (as of date) received the books from Ross Heller.
- Relative to Program Development, the breakout session facilitators will be Mike, John, and Jared.
- The question was raised relative to having multiple people from the same RT... Would it be better to split up? Jared said we could possibly leave multiple people from the same RT in the same breakout group.
- Bill asked about gathering times on Friday:
  - i. Swag bag assembly: 4:00 PM
  - ii. Dinner: 5:00 PM
  - iii. Fridays with Grant: 6:30 PM
- The assignment sheet is attached.
  - i. Delivery Times - 8am & 11:30am
  - ii. Payment method
- Melissa will be bringing the camera.
- Andrew will be bringing 3 Flip Charts and additional markers.
- Mike has 100 new logo pins.
- Mike would like there to be 6 post-event interviews.
- Relative to travel schedules...
  - i. Mike will be arriving at the Cincinnati Airport on Thursday and will be visiting the US Grant Birthplace, Boyhood Home, and School in Georgetown, Ohio. Mike also mentioned places to visit in Indianapolis.

#### IV. CLOSE

- a. **Carol** took copious notes in Winchester, and they track with Jared's notes. She is waiting for guidance as to how to use them... perhaps an upcoming *Light Post* article.
- b. **Bill** will be driving out on Thursday (partially) and will be leaving Saturday following the event. Bill also inquired about parking at the Indiana War Memorial.
- c. **John** had no closing comments.
- d. **Jared** shared that he has finished the rough draft of the book he is working on. His due date to the publisher is November 1, 2024.
- e. **Andrew** shared that he will now be an Adjunct Professor at Lakeland Community College, he will now be able to write more, and he will update his Indianapolis itinerary.
- f. **Melissa** shared she will be leaving Friday and heading back Sunday.
- g. **Craig** said he viewed a net loss on the income statement from the Winchester workshop, and just donated to cover it.

There being no further business, the meeting was adjourned at 6:52 PM EDT.

## ASSIGNMENTS

PRIORITY	TASK TITLE	DESCRIPTION	ASSIGNMENT
1	Fridays With Grant	Develop & Post	Curt
	Swag Bag Development	Insert booklet, handouts & swag	Staff – Hotel Room
2	Breakout Assignments	Separate & Designate	Jared
	Check-in Table Setup	Table & Chairs	Bill and Carol
	Meal Setup	Tables	Staff
3	Attendee List & Nametags	Develop & Bring	Mike
	Event photography	Workshop photos for Light Post	Melissa
	Flipcharts & markers	Purchase & Bring	Andrew (Carol for Markers, too)
4	Sales	Lapel Pins & Challenge Coins	Bill
5	Friend of CWRTC Award	Bring & Present	Mike
6	Posts event interviews	Video short interviews with attendees.	Mike or Melissa

## Indianapolis Travel Schedules

### Thursday, August 15, 2024

Mike	Arrive by rental car				3:00 p.m.
Carol	Delta 1379	Depart MSP	1:07 p.m.	Arrive IND	3:43 p.m.
John	Southwest 1250	Depart PHX	8:45 a.m.	Arrive IND	3:10 p.m.
Andrew	Driving	Depart Bedford, OH	5:30 AM	Arrive in Indianapolis	11:00 AM

### Sunday, August 18, 2024

Mike	Alaska Air 391	Depart IND	6:49 p.m.	Arrive SEATAC	8:35 p.m.
Carol	Delta 1329	Depart IND	7:39 p.m.	Arrive MSP	8:40 p.m.
John	Southwest 1360	Depart IND	7:05 p.m.	Arrive PHX	7:45 p.m.