



Approved 6-22-2020

Minutes
Board of Directors Meeting & Follow-up E-Vote
April 29-30, 2020

BOD Members Present:

President: Barry Tillman	Yes
President Elect: Gary Schwarzlose	Yes
Past President: Rick Brandenburg	No
Steve Brown	Yes
Mark Burow	Yes
Lisa Dean	Yes
Bob Kemerait	Yes
Chandler Levinson	Yes
Chris Liebold	Yes
Henry McLean	Yes
Nathan Smith	Yes
Bob Sutter	Yes
Dan Ward	No
Executive Officer: Kim Cutchins	Yes

Program Committee Members Present:

John Cason	Yes
Pete Dotray	Yes
Emi Kimura	Yes
Peggy Dotray	No

Call to Order

President Barry Tillman called the Zoom meeting to order. He shared that the Plan B Subcommittee (authorized to act on the Board's behalf) has been meeting each week since the last Board meeting to develop plans for a Virtual Annual Meeting if the Board decides to move in that direction. Today's meeting is to make the decision on whether the the 52nd Annual Meeting will go virtual.

COVID19 Discussion

President Tillman asked Board members to share their state's current shelter-in-place restrictions and impacts on their ability to continue working, traveling, etc. Most reported they are working from home; restricted to travel within state only; not allowed to conduct research; only essential services open; university students sent home early; summer classes cancelled; and, don't see any movement on re-opening until August. The consensus of the group is COVID19 will still be a major health issue and deterrent to attending a live Annual Meeting in July.

Plan B Schedule

Program Chair Gary Schwarzlose ran through the Plan B virtual format. (Attached to these minutes.) Plans are in place to address each area of a live Annual Meeting and

technology has been tested to ascertain if the plan is feasible. The Plan B Subcommittee is ready to implement its plan, if the Board wishes.

Omni-Dallas Hotel Contract

Executive Officer Kim Cutchins reported Texas still has travel restrictions and COVID19 cases have not plateaued. She has reached a tentative agreement with the Omni Mandalay Hotel at Las Colinas to “lift and shift” the current agreement to 2021. The dates will be July 13-15. To forgo any penalties and encourage agreement, APRES agreed to pay an advance deposit of \$31,200 on future expenses. Therefore, a change to a virtual format will have no negative consequences to APRES’ finances should the Board decide to move to a virtual format.

Live Meeting vs. Virtual Meeting

Following discussion of the above topics, it was moved by Gary Schwarzlose, seconded by Chris Liebold, and approve:

“To change the format of the 2020 APRES Annual Meeting (52nd) from a live meeting to a virtual, APRES members-only format, upon agreement and signature of a contract with the Omni Mandalay Hotel at Las Colinas in Dallas, TX to “lift and shift” the current contract to 2021 with no penalties.”

2020 Virtual Annual Meeting Registration Fee

A discussion on the amount of the registration fee to charge for a Virtual Annual Meeting. Two options dominated the discussion -- \$100 Members/\$25 Students or \$50 Members/\$25 Students. The impact on the APRES budget from each scenario and the impact on attendance for charging a registration fee for a Virtual Meeting were the centerpiece to this discussion. EO Kim Cutchins was not prepared to address the budget impact and agreed to pull together this information, and in consultation with the Finance Committee and the Plan B Subcommittee would make a recommendation for a Board E-Vote.

2020 Virtual Annual Meeting Sponsorship Category

The Board agreed to the creation of a new single Sustaining Member sponsorship category of \$1,000, allowing one complimentary membership; one complimentary registration fee; a 15-minute corporate video to be hosted online in the Virtual Annual Meeting program; and the traditional print and web avenues of recognition.

Adjourn

President Tillman thanked all for their support and guidance, especially the Plan B Subcommittee for their work making a Virtual Annual Meeting possible. The next meeting of the Board will be the official Annual Meeting Board Meeting (with all Committee reporting) tentatively scheduled for late June 2020.

Board of Directors E-Vote on Virtual Annual Meeting Registration Fee

The email from President Barry Tillman below was sent to the Board of Directors on April 30, 2020 asking for an official vote on the Plan B Subcommittee's recommendation to set the 2020 Virtual Annual Meeting registration fee at \$50 for Members and \$25 for Students.

*"Thank you all for your time and valuable opinions during yesterday's lengthy meeting on moving to a 2020 Virtual Annual Meeting. Most issues were resolved with the exception of a Virtual Annual Meeting registration fee. As requested by the Board, in conjunction with the Finance Committee, **we are recommending a \$50/\$25 registration fee**, which I believe is a middle ground—balanced budget and membership recruitment.*

Post Board meeting.....President Tillman and EO Kim Cutchins developed a proposed 2020 APRES Budget to study the impact of reduced registration fees from the implementation of a Virtual Annual Meeting. Utilizing a spreadsheet analysis created by Board member Chris Liebold, President Tillman proposed to the Finance Committee a registration fee of \$50 for individuals; \$25 for students, techs, and retired members. The Finance Committee discussed the impact on the 2020 APRES budget and agree a \$50/\$25 Virtual Registration should create, at minimum, a breakeven budget for 2020.

To assist you in this yes or no vote, attached is the proposed 2020 APRES budget. We are confident in all numbers, except the registration fee figure. Using the attached analysis, you can plug in to the 2020 budget column (yellow), the various registration fee totals to see the impact on APRES' bottom line.

Below are discussion points brought up during our meeting yesterday, as well as by my discussions with EO Kim Cutchins and the Finance Committee:

- 1) The implementation of a \$50/\$25 registration fee will save individual members \$200 off their yearly APRES commitment of \$350.*
- 2) Using the proposed 2020 budget....If you keep the \$20K membership dues firm and change only the annual meeting fees in the proposed budget, a \$50/\$25 registration fee will in most instances result in a breakeven budget for APRES.*
- 3) The 2019 actual membership dues figure does not reflect the current number of APRES memberships. Many membership dues are complimentary from corporate sponsorship support. I believe we will recapture some, if not all, of these complimentary memberships as individual members, pushing us over the \$20K proposed budget figure.*
- 4) A push to join APRES and "attend" the Annual Meeting in the non-US researcher community should bring in additional new members (Virtual Meeting is for APRES Members only).*

5) A \$50/\$25 is more enticing to gain new memberships and participation in a virtual meeting. Most people feel virtual meetings should be free.”

6) APRES currently has 107 members committed to “attending” the 2020 Annual Meeting. This means we are more than half-way to our worst case scenario (Example 4 in the Analysis document) to our proposed budget figures.

7) APRES members, who have the budget from travel savings, might pay for more extension agents to join APRES and attend the 2020 Virtual Annual Meeting.”

E-Vote Results:

E-votes from the Board were received representing a quorum with a majority of the Board:

Endorsing the Plan B Subcommittee and Finance Committee recommendation to set the 2020 Virtual Annual Meeting Registration Fee at \$100 for members and \$25 for Students, Post Docs, Techs, and Retired APRES Members.