



Thursday, February 15, 2018

8:00 p.m.

Teleconference

Board Members Present: Mark Pickell, Carrie Klypchak, Alison Frost, Cathy Huvar, Robin Robinson, Kathy Harvey, Jerry Ivins, Craig Hertel, Rachel Mattox

Board Members Absent: None

Guests: None

MINUTES

Call to Order

Announcement

Slight change to the Agenda with Wild Apricot discussion added.

Approval of Minutes.

Mark Pickell motions to accept Minutes with MOO added. ALL APPROVED.

Reports.

Carrie Klypchak: Training site in The Valley on March 10. We hope people will sign up. Alison will send letter to membership via email regarding Valley training. Jerry will forward email to colleges.

Mark Pickell: Should have TTAO Connect options to look at by March.

Kathy Harvey: Treasury has removed Ricky Ramon from the checking account.

Old Business

Mark Pickell moves to table old business until Summer meeting. Cathy Huvar seconded.

For Summer Meeting:

- Middle school Teachers as adjudicators
- Onsite Contest Manager Certification
- Background Checks

New Business

Mark Pickell, Chair:

1. TTAO Hiring Legal Counsel

Cullinane Law Group

\$2500 for non-profit audit. (ONE TIME FEE)

Corporate Governance. Review of compliance with state laws, bylaws, and internal policies and procedures.

Federal Tax & IRS Compliance Matters.

State Tax Matters. Review sales tax exemptions, permits, law affecting employers, franchise taxes.

Affiliations. Review agreements with affiliates or partners. This may include UIL documents.

Insurance needs and risk management.

Employment matters. Staff and contractor agreements, coordinate the development and use of certain employment practices.

Leases, real estate matters, if any.

Advocacy and lobbying activity review, if any.

Fundraising matters.

Investigating liability for Background checks

Not included in the audit

Legal research is \$350/hour

Set up a retainer. (\$2500)

Motion

Mark Pickell motions to hire lawyer for initial audit. One time fee of \$2500. Jerry Ivins seconds. All approved.

Motion

Robin Robinson moves to retain the lawyer for \$2500. Craig Hertel seconds. All approved.

2. Adding additional TTAO Staff member

Taylor Gill. (former student of Vanya Eudy, Keller ISD.)

1 year contract

70 hours remotely - \$2000

Report to Communications Director and Chair

- Assisting members during renewal period including any maintenance of platform 40 hours annually
- Adding New Members after a certification workshop - 5 hours annually
- Updating the website over the course of the year 20 hours annually
- Social Media Posts - 5 hours annually

Discussion

Rachel Mattox suggests contract/paper trail.

Mark Pickell suggests one-year contract to be renewed if the position approves effective.

Motion

Mark Pickell moves we hire Taylor for one year. Rachel Mattox seconds. All approved.

Motion

Mark Pickell moves the Executive Committee will make a contract for this position. Cathy Huvar seconds. All approved.

3. Determine Length of Contract with Wild Apricot

DISCUSSION

Wild Apricot membership will renew in April. Do we want to renew by the month or by the year?

MOTION

Mark Pickell moves to go month to month with Wild Apricot after our April deadline. Jerry Ivins seconds. All approved.

Comments, Announcements, Other Business

- Summer meeting: 2nd weekend in June
- 1st grievance received: will be dealt with by the Executive committee.
- Elections/Voting: Deadline to complete voting: March 15, 2018
- Jerry Ivins and Robin Robinson are meeting Wednesday to discuss Contest Management training.

Adjournments

Mark Pickell moves to adjourn.

Kathey Harvey seconds.

All Approved.

Adjourned 9:07 p.m.



Respectfully submitted,
Alison Frost
Communications Director
Feb. 15, 2018