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# Minutes of December 28, 2016 LGUTEF Board of Directors

# Teleconference Meeting

# Guido van der Hoeven called the meeting to order at 2:05 p.m. Eastern Time

**Attendance**: Guido van der Hoeven, Connie Smotek, Greg Bouchard, Clark Garland, Bill Klump, Rob Holcomb, Virginia Uzendoski, Lori Miller, Robert Achenbach **Absent:** Leon Geyer

# Minutes: Holcomb moved and Smotek seconded motion to approve July 2016 minutes. Approved.

# Finance report: Achenbach presented financial status of the foundation.

**President’s report**:

 *Writing contest*: no entries were received so far.

 *Assistant editor*: Three applications so far with two most promising. Each applicant will be sent a draft of 5-10 pages from the 2016 book and asked to edit it within 24 hours (the time usually requested from existing editors).

 *Phil Harris Honorary Scholarship*: van der Hoeven still working with U. of Wis. scholarship folks to decide final details. $50,000 has bee donated to UW to fund scholarship.

**Editorial VP report**: Miller reported final details of 2016 book.

**LGUTEF Webinar**: Holcomb reported that 2016 is up and running with 69 people currently enrolled.

**Committees**

 **Contractual Services Committee** – no report

 **Long-range Planning Committee** – no report

 **Audit Committee –** Klump reported that committee received copies of checks and financial statements to review current finances. The financial report shows no problems. 2016 auditor has been engaged; same as last year.

**New Business**

**2016 Budget**. Achenbach presented budget estimate for 2017 with $27 book price. Bouchard moved and Garland seconded motion to submit proposed budget to membership at Orlando meeting. Approved.

**Topics for Orlando meeting**. Achenbach asked members for suggestions for topics to be discussed at Orlando membership meeting. Marketing techniques; surveys, bulk e-mail best practices

--Garland moved and Bouchard seconded to adjourn. Approved.

 Meeting adjourned at 2:56 pm EST.

Written by Robert P. Achenbach, Jr, LGUTEF CAO