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**Minutes of August 6, 2014 LGUTEF Board of Directors Meeting**  
Embassy Suites Hotel, Indianapolis, IN

J.C. Hobbs called the meeting to order at 9:05 a.m. Eastern Time

**Attendance:** J.C. Hobbs, Guido van der Hoeven, Claire Twardy, Connie Smotek, Leon Geyer, Greg Bouchard, Phil Harris, Rob Holcomb, Robert Achenbach

**Guests:** Mark Ribas, Virginia Uzendoski, Tom Muldoon, Beanna Whitlock, Bill Klump,

**Minutes:** Geyer moved and Holcomb seconded motion to approve minutes of May 2014 board meeting as written. Motion approved. Geyer moved and Bouchard second motion to approve minutes of June 2014 special board meeting. Motion approved.

**Financial Report:** Achenbach presented financial status of the foundation.

### **Committees**

**Audit Committee** –Geyer reported that current financial accounts are good..

**Long-range Planning Committee** – Twardy reported on need to arrange contract with University of Minnesota for payments relating to the webinar version of the workbook to be offered in late 2014.

Geyer moved and Bouchard seconded motion for Achenbach to enter into a contract for payments with the University of Minnesota for the webinar version of the workbook to be offered in late 2014. Motion approved.

**Contractual Services Committee** – Smotek reviewed need for performance reviews of the LGUTEF three officers..

### **Editor's Report**

Harris reported that the first draft of all chapters has been completed and will be handed out at the editing meeting. Harris introduced Beanna Whitlock who will be writing for the workbook. Harris also noted that he has an intern who will also be assisting him in providing material for the workbook.

### **Writing Contest**

Van der Hoeven reported that the next writing contest will be in 2015 with announcements starting in the Fall of 2014 to give students more time to work on entries.

### **New Business**

**Intern.** Discussion of hiring of interns to work on the workbook in future years. Possible source of future writers and editors.

**Future meeting dates** Achenbach presented potential dates for future summer and winter meetings. Harris requested that the summer meeting be held one week earlier July 29-31, 2015. Most agreed that Sunday –Tuesday still works best for winter meeting so that pattern will continue in 2015 and 2016.

**2014 Workbook Webinar** Holcomb reported on progress of development of the 2014 workbook webinar. Webinar will be active online on December 15, 2014.

**New LGUTEF member** Geyer moved and Bouchard second motion to accept David Willis as the new member representative for Clemson. Motion approved.

**Old Business** - - None

**Twardy moved and Holcomb seconded motion to adjourn.**

Motion approved and board adjourned at 10:08 a.m. EST.

**Minutes of August 6, 2014 Special LGUTEF Membership Meeting**  
Embassy Suites Hotel, Indianapolis, IN

Guido van der Hoeven called the meeting to order at 10:56 a.m. Eastern Time

**Attendance:** J.C. Hobbs, Guido van der Hoeven, Claire Twardy, Connie Smotek, Leon Geyer, Greg Bouchard, Phil Harris, Rob Holcomb, Robert Achenbach, Mark Ribas, Virginia Uzendoski, Tom Muldoon, Beanna Whitlock, Bill Klump

**Waiver of Notice to Membership:** Klump moved and Hobbs seconded motion to waive the notice requirement for this meeting due to the late decision to hold the meeting and the request of several members. Motion unanimously approved.

Discussion of the current IRS Annual Filing Season Program (AFSP).

Ribas provided information about the program requirements and some of the relationships with the old RTRP program.

Discussion of the ability of the workbook webinar with the U. of Minn. to meet these requirements. Discussion of the use of Fast Forward Academy to offer tests and study for the AFSP.

Discussion of the marketing methods and timing. Some schools will market with in-person seminars; some will wait until tax schools are over; some will mention as alternative to persons who cannot attend in-person seminars.

No motions proposed and no actions taken.

Geyer moved and Bouchard moved to adjourn at 11:43am. Motion approved.