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Minutes of May 24, 2013 LGUTEF Board of Directors Teleconference Meeting

J.C. Hobbs called the meeting to order at 4:04 p.m. Eastern Time

Attendance: J.C. Hobbs, Guido van der Hoeven, Claire Twardy, Connie Smotek, Bill Klump, Clark Garland, Greg Bouchard, Phil Harris, Rob Holcomb, Robert Achenbach

Minutes: Smotek moved and Garland seconded motion to approve minutes of February 2013 board meetings as amended. Motion approved.

Financial Report: Achenbach presented financial status of the foundation.

Committees

Contractual Services Committee – Smotek reported that committee plans to review authors' and reviewers' contracts for possible incentives for timely submission of materials.

Long-range Planning Committee – Twardy reported that committee may look into other internet, mobile devices and computer methods of delivery of the book.

Audit Committee – Klump reported committee has reviewed the current finances of the foundation and all is in order. The 2012 audit is complete and the Form 990 has been filed with the IRS.

New Business

Hiring of assistant editor

Hobbs discussed possible need for financial incentives for authors and reviewers to make timely submission of materials for annual book.

Harris discussed efforts to find new writers who might be potential long-term assistants.

Update of copyright notice

Achenbach discussed possible need for additional language in copyright notice to prevent/prohibit use of workbook in seminars given by non-members. Although no evidence of this has occurred, might be prudent to add something to copyright statement and book order form.

This lead to question as to whether all LGUTEF policies should be reviewed.

Advertising in National Association of Enrolled Agents online newsletter

Achenbach reported on opportunity for LGUTEF banner ad in NAEA online newsletter. Klump moved to have LGUTEF spend up to \$3500 for a banner ad for Sept., Oct and Nov. of 2013. Seconded by Twardy. Motion approved.

Writing Contest

Van der hoeven raised issue of LGUTEF offering a writing contest as a method of finding new writers/editors for the tax workbook. Possible for Spring 2014. Bouchard moved to have Van der hoeven work up proposal for possible internship with Pub. 225 committee and LGUTEF for discussion in August meeting in Indianapolis. Seconded by Holcomb. Motion approved.

Motion by Twardy for LGUTEF to sponsor writing contest in Spring 2014 with money prize and possible writing for workbook. Bouchard seconded. Motion approved.

User Survey on topics

Harris raised issue: “Because tax legislation is wide open, the staff would like input from the practitioners that attend our courses regarding the tax issues that are most difficult to deal with in their practices. Should we do some kind of survey such as including a question on all of our evaluation forms, putting something in the book soliciting responses via Survey Monkey, or by some other means? Should we coordinate our survey with University of Illinois because it is represented on the committee that meets with the staff?” Motion by Holcomb, seconded by Klump, to review this question at the August meeting. Motion approved.

Old Business

None

Bouchard moved and Twardy seconded motion to adjourn.

Motion approved and board adjourned at 5:16 p.m. EST.