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### **Minutes of December 22, 2011 LGUTEF Board of Directors teleconference meeting**

Leon Geyer called the meeting to order at 3:02 p.m Eastern time.

**Attendance:** Leon Geyer, Guido van der Hoeven, George Patrick, Bill Klump, J.C. Hobbs, Warren Lee, Phil Harris, Claire Twardy, Robert Achenbach

**Absent:** none

**Minutes:** Klump moved and Twardy seconded motion to approve minutes of August 2011 board meeting as written. Motion approved.

**Financial Report:** Achenbach presented current financial status of the foundation and current status of budget for 2011.

**Editorial Update:** Harris reported on plans for update to 2011 book.

#### Committees

**Long Range Planning.** Hobbs presented ideas for improving web site, including adding metatags to increase showing of LGUTEF web site on Google and other searches for income tax education.

**Contracts.** Patrick reported on plans to interview Achenbach, van der Hoeven and Harris on their performance for 2011 and to consider any increases in compensation for 2012.

**2010 Audit.** Klump presented report from Audit Committee. Achenbach has contracted with the same audit firm to do the 2011 audit. Lee moved and Hobbs seconded motion to have the same firm do the LGUTEF 2011 Form 990. Motion approved.

#### **New Business**

**2012 Budget.** Achenbach presented written budget proposal. Harris requested an increase of \$5000 in the editorial assistance item. Proposed budget has 2012 book priced at \$20. Revised budget to be voted on at Feb. 2012 meeting.

**RTRP Seminars.** Board discussed various plans for developing these seminars. Kentucky will be offering classes at \$239 and that includes book and online services from Fast Forward Academy, essentially making the discount on the book price the profit from each attendee. LGUTEF cannot be an accrediting organization so each member school will need to obtain accreditation for the RTRP CE credits. Achenbach will obtain another PTIN list from the IRS in the spring of 2012.

**USDA Book grant.** Van der Hoeven reported that project is completed. Updates are still planned and some money is left to fund those updates.

**February Meeting.** Agenda items identified:

Nomination for three board positions, Hobbs and Twardy ending and replacement for Joe Bennett

**Old Business:** None other than above.

Klump moved and Patrick seconded a motion to adjourn. Approved and meeting adjourned at 3:57 p.m. Eastern

Written by Robert P. Achenbach, Jr, LGUTEF CAO