



Office of Chief Administrative Officer – Robert P. Achenbach, Jr.  
735 N. Maple Hill Rd.  
Kelso, WA 98626  
ph: 360-200-5458 fax: 360-200-2287  
e-mail: robert@taxworkbook.com

**Minutes of January 26, 2020 LGUTEF Board of Directors meeting**  
Holiday Inn Hotel, Orlando, FL

Hobbs called the meeting to order at 4:00 p.m. Eastern Time, January 26, 2020

**Attendance:** JC Hobbs, Guido van der Hoeven, Bill Klump, Adam Kantrovich, Barry Ward, Greg Bouchard, Claire Twardy, Robert Achenbach, Virginia Uzendoski, Lori Miller  
**Guests:** Rob Holcomb, Larry Borton, Helen Weber, Julie Talton

**Minutes:** Twardy moved and Kantrovitch seconded motion to approve minutes of December 2019 board meeting. Motion approved.

**Financial Report:** Achenbach presented financial status of the foundation as of the end of 2019; status of 2019 audit; and the 2020 budget as approved in December 2019. Book price discussed. \$27 recommended.

**President's report:** van der Hoeven reported on attempts to hire new assistant editors, and Ag. Tax Issues book.

**VP for Editorial Services:** No report

### **Committees**

**Contractual Services Committee** – Twardy reported that committee met to discuss officer evaluations and recommended a 2.5 percent compensation increase for the president, VP for editorial affairs and chief administrative officer. Twardy moved and Klump seconded to implement the committee recommendations. Motion passed.

**Long-range Planning Committee** – no report. Uzendoski raised issue of changing from providing the archive of the Workbook from a CD to an online page. The new page would be ID/password protected and provide the files and search capabilities similar to the use of the CD. Kantrovitch moved and Klump seconded changing from a CD to online archive. Motion passed

**Audit Committee** – Klump reported that the committee has reviewed the current finance records of LGUTEF since the December 2019 board meeting and everything looks good.

### **New Business**

**Book packing issue in 2019** – several members noted that the packing of boxes in 2019 left too much space, causing box and book damage. Achenbach will enquire about this to the printer.

**Bylaws and Policies/Procedures review.** Hobbs produced final copy of amended bylaws. Kantrovich moved and Uzendoski seconded motion to present amended bylaws to full membership at 2020 membership meeting for approval. Motion passed.

### **Announcements**

**Deadlines for 2020 Book** – Achenbach announced deadlines for 2020 Book - to printer on or before September 15, 2020.

**Date for Summer Planning meeting** on July 22-24, 2020, in Whitefish, MT

**Conflict of interest statements** – handed out for presentation/discussion at meeting on January 28, 2020.

**Ward moved and Kantrovich seconded motion to recess until 7:30 am January 27, 2020.**

Motion approved and board recessed at 5:25 p.m.

**Minutes of LGUTEF Membership Meeting**  
**January 27, 2020**  
**Holiday Inn Hotel, Orlando, FL**

**Attendance:** Guido van der Hoeven, Bill Klump, Claire Twardy, Connie Smotek, J.C. Hobbs, Robert Achenbach, Virginia Uzendoski, Mark Ribas, Rob Holcomb, Clark Garland, Greg Bouchard, Seth Anderson, Travis Mountain, Matais Nardi, Barry Ward, Bob Jamison, Shirley Wofford, Mary Sobba, Helen Weber, Lori Miller, Adam Kantrovich, Lisa Cochell, Richard Griffith, John Jones, Cheryl Morse, Kathy Roe, William Stevens, Julie Strawer, Julie Talton

Guido van der Hoeven called the meeting to order at 4:00 p.m. EST.

**Financial Report:** Achenbach presented the final 2019 financial report and 2020 proposed budget. Hobbs moved and Kantrovich seconded motion to adopt \$27 price for 2020 book. Approved.

**Election of new directors.**

**Note:** Ballots contain following language: “I ratify all actions of the Officers and Directors for 2019 as evidenced in the minutes of the meetings of the Board of Directors included in the January 2020 meeting handbook.

Date: \_\_\_\_\_  
Signed: \_\_\_\_\_”

Nominees were presented by the Nominating Committee to be JC Hobbs and Greg Bouchard. Ballots were distributed prior to meeting. No additional nominations were received. Smotek moved and Kantrovich seconded, that the nominations were closed. Motion approved. Robert Achenbach, serving as Inspector of Elections, received and counted the ballots. JC Hobbs and Greg Bouchard were unanimously elected as new board members for a three year term, 2020-2022.

**Old Business**

None.

**New Business**

**Revised bylaws** – Hobbs presented the revised bylaws for approval by the membership. Kantrovich moved and Garland seconded motion to approve the amended bylaws. Motion approved.

**Ancillary publications** –van der Hoeven reported on development of the Ag. Tax Issues book and Holcomb reported on the development of an Urban Ag Tax Issues book for 2020.

**2021 Winter Meeting** – proposed dates of January 24-26, 2021. Members indicated that the location should be in San Antonio, TX for the January 2021 meeting.

**Change in form of NITW archive CD** – Borton moved and Hobbs seconded motion to not produce a CD of the NITW archive in 2020 and to provide instead an online web site for downloading and accessing the NITW archive.

Jones moved and Klump seconded motion to adjourn. Motion Approved.

Adjourned at 4:49 p.m.

**January 28, 2020**  
**Reconvened Board of Directors Meeting**  
Holiday Inn Hotel, Orlando FL

**Attendance:** Guido van der Hoeven, J.C. Hobbs, Bill Klump, Claire Twardy, Rob Holcomb, Greg Bouchard, Robert Achenbach, Virginia Uzendoski, Lori Miller, Adam Kantrovich, Travis Mountain, Barry Ward

Hobbs reconvened board meeting at 7:30 am.

**Election of Officers**

Holcomb moved and Klump seconded motion to elect the following officers of the board for 2019:

Chair – J.C. Hobbs

Vice-president for Editorial Services – Lori Miller

Vice-president for Administration – Travis Mountain

Chief Administrative Officer – Robert Achenbach

President and Assistant Treasurer – Guido van der Hoeven

Secretary – Greg Bouchard

Motion approved.

**Conflict of interest updates.** Board members submitted their conflict of interest statements to the chair for review. Hobbs and Achenbach reviewed the statements and found no conflicts of interest to discuss.

**Old Business**

Klump moved and Kantrovich seconded motion to approve development of the Urban Agricultural Tax Issues book for 2020. Motion approved.

**New Business**

None

Kantrovich moved and Klump seconded to adjourn. Adjourned at 7:55 am.

Written by Robert P. Achenbach, Jr, LGUTEF CAO