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In attendance:

- Cynthia Young
- Rogers Glispy
- Kisha Vaughn
- Annette White
- Mike Hemsley
- Earl Edwards
- Doreen McCoubrie
- Bob Delambily

Cynthia called the conference call to discuss the website and the budget. The website is currently down again and we need to move on making changes.

- Problem the host site keeps getting hacked
- How much archive information do we want to take to the new site?
- Rogers asked what the different modules were
- Cynthia informed us that Marcus Holman's proposal gave us what we needed right now
- Annette felt the cost of Paul Spencer's proposal seemed costly
- Annette and Rogers were not in receipt of Marcus's proposal in order to give an informed decision. Cynthia would forward a copy of the proposal to them.
- There was some question about the reliability of the organizations and who could deliver if they were busy
- The Servant Group (Marcus Holman) is part of Mid-Atlantic, and therefore is familiar with how we operate, as well as being in the area
- On the Right Track (Tricia Myers) is based in Indiana so accessibility and being familiar with Mid-Atlantic is an issue
- Rogers asked about the newsletter and what we want to do about it if we use a different web designer other than Paul Spencer
- Cynthia voiced concerns about paying \$1000 a newsletter and we did not get as many as we would have liked, only 3 were published. She felt that Paul would need to be more accessible and return phone calls in a timely fashion.
- Bob felt Paul's proposal was expansive and intriguing, and stated that 3 newsletters may be better from a budget standpoint
- Mike asked who is developing the content and was unsure if Paul had a track record in web design other than with Mid-Atlantic. He also voiced concerns that Paul was a solo



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entity, his timeline was longer and would he be able to deliver on time. Rogers agrees with some of these concerns. Annette stated that he doesn't talk about redesigning Facebook, Twitter and email

- Cynthia stated that she gave Marcus an off the top of her head need for our website and if we tell him what we want he should be able to deliver. Tricia had more insight by meeting with other individuals such as Earl, Rogers and Solomiya.
- Marcus and Tricia have their own servers. Marcus is local and feels more accessible
- Bob discussed \$2000 for the newsletter \$130 for the website. Paul only charged us for the annual hosting fee.
- Mike doesn't believe we need all that Paul is proposing. Tricia coming from USATF she is familiar with the requirements, and feels Marcus could deliver as well.
- Cynthia said she would email Marcus the concerns of the committee about content, social media, the number of employees, and level of service. She suggested that we table the discussion about the website until after we receive his responses and move on to the budget.

Bob stated that he plugged in numbers from committees that did not supply their numbers into the budget.

- Annette stated that she is waiting for information from the National office hopefully she will have it by 1/31/2015 to give her final numbers
- Bob stated he is not comfortable with the youth because they would break even or maybe go over their budget
- Cynthia asked if Bob would send the committees a note about not going over their budget. He stated he would send the budget as is with a footnote.
- It was suggested that a rule be set in place that if the detail is not approved the committee must stay within their budget, since they did not supply their budget numbers.
- Annette stated for administrative we need quicken books which will be about \$1100 and there are many variations. Mike stated that he has the name of someone she can talk



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to or talk to BJ in order to get the right version for our needs. Cynthia said we need to add \$1200 to the budget for the software. Bob asked Annette to let him know after she meets with the person to decide on the amount and he would add it to the budget.

- Mike made a motion to adopt the budget as presented, and it was accepted by:
  - Doreen
  - Bob
  - Rogers
  - Annette
  - Mike
  - Cynthia
  - Kisha
- Mike asked if any were opposed, there were none and the budget was accepted
- Earl joined the call late and Cynthia updated him quickly
- Cynthia made a motion to adjourn the meeting, and Annette 2<sup>nd</sup> it. Meeting adjourned.

Minutes submitted by: Kisha D. Vaughn, Secretary

