



MSA EXECUTIVE BOARD OF DIRECTORS

MINUTES

Randy Carnahan, President
Adin Selby, Vice President
Rudy Cancio, Secretary
Melanie Fraley, Treasurer

Friday, October 4, 2019

8:00 AM

- 1. Call to Order: President Carnahan called the meeting to order at 8:01 a.m. at the Holiday Inn Sacramento Downtown in Sacramento, California.
a. Pledge of Allegiance: Vice President Selby led the Pledge of Allegiance.
b. Introductions: President Carnahan welcomed the guests in attendance, including Daniel Camara, Tyler Edwards, Chuck Dean, and Rob Tobin.
2. Roll Call: Secretary Cancio took the roll.

Table with 3 columns listing attendance status for various regions and roles. Includes entries for Arizona, Central Coast, Central Valley, Greater Ventura Area, Inland Empire/Desert, Los Angeles/Orange Area, North Central Valley, Redwood Empire, San Diego Area, San Francisco Bay Area, Vendor Rep. / North, Vendor Rep. / Central, Vendor Rep. / South, Maintainer Reps., Financial/Website Asst., Education Director, and Administrative Asst.

\*Rick De Santiago attended in Delegate Ryan’s absence; Steven Martin attended in Delegate Imamura’s absence; Rob Tobin attended for the San Diego Chapter; and Kyle Edwards attended for the Vendor Rep/North area.

- a. Approval of Minutes: Motion by Delegate Mendez, seconded by Delegate Ornelas, to approve the Minutes of the May 9, 2019 Executive Board meeting. Motion carried unanimously.

- b. Secretary’s Report & Certificates: Secretary **Cancio** had nothing to report.
3. President’s Report: President **Carnahan** presented Xavier **Mendez** with a proclamation for winning the Peter Walsh Award for 2019. He reported on the following:
- a. Presidential Visits Report:
- May, visited the LA/Orange Area Chapter
  - July, visited the San Diego Area Chapter
  - September, visited the APWA PWX in Seattle
- b. President’s Remarks: President Carnahan spoke on the importance of having members meet the incoming president at his annual visits and the promotion of education.
4. Treasurer’s Report: Treasurer **Fraley** reported the following:

Checking	\$	4,084.98
Time Deposit – 7561-3	\$	34,881.03
Time Deposit – 7601-7	\$	13,166.35
Conference Advances	\$	15,000.00

Motion by Vice President **Selby**, seconded by Delegate **Valdez**, to accept the Treasurer’s Report. Motion carried unanimously.

- a. Approval of Bills & Claims: There was nothing to report.
- b. Budget/Finance Committee: There was nothing to report.
5. Maintainer Report: Mike **Brooks**, Three B Enterprises, reported the next hard deadlines are October 28, 2019 and February 15, 2020. Chapters should provide their rosters to Susie Evans by October 20, 2019.
6. Education Program Report: Education Director **Bradley** reviewed the written report submitted and referred attendees to it. He noted that the classes were recently added to the website so registrants could register and pay online (linked to the PayPal account).
- a. Consider Proposal for Traffic Control Classes: This item was carried over from the May 9, 2019 EBoard Meeting after requests from several delegates for clarification about costs, liability, expenses, and class size. Education Director **Bradley** referred to the written submitted proposal and draft contract for this item. Motion by Delegate **Valdez**, seconded by Delegate **Welchman**, to approve the proposal for Traffic Control Classes, including the draft agreement, to endorse Gordon Wang as MSA Instructor to offer services at the chapter level with the approval to use the MSA logo for any documentation, profits to be determined by Gordon Wang and the Chapter. Motion carried unanimously.
7. Vendor Report: Vendor Rep. **Ortega** reported the vendors had a meeting yesterday about the conference in general. The group of vendors were 50/50 on the Sacramento venue, preferred the inside vendor show versus equipment show style, and recommended the next conference use stamps for Vendor/Raffle tickets.

8. MSA Foundation / 501(c)3 Report: Delegate **Valdez** reported the MSA Foundation Board held a meeting at the conference. They will ask the handler/broker to attend the 2020 conference to provide a presentation. They received a check from the Inland Empire/Desert Chapter for \$15,000. The Foundation has \$122,000 in liquid assets that can be distributed to a chapter to reimburse their donations, if needed.

President **Carnahan** called for a break at 9:15 AM and called the meeting back to order at 9:30 AM.

9. Committee Reports:

- a. Education/Training Committee: There is nothing to report.
- b. Past President's Committee: There is nothing to report.
- c. Conference Advisory Committee: There is nothing to report.
- d. Communication & Marketing Committee: Delegate **Valdez** commented possibly look into hiring a Communication/Marketing person. Delegate **D'Ambrogi** commented his wife works in marketing. MSA will provide her with some information about the intended demographic MSA wants to reach and Delegate **D'Ambrogi** to provide some information at the January 2020 meeting.
- e. Website Advisory Committee: There is nothing is report. Susie Evans is at capacity, but will train people to maintain their individual chapter websites.
- f. Awards and Recognition Committee: President **Carnahan** appointed a new Committee Chair for the Awards and Recognition Committee. He discussed the addition of a "Legacy Award" for long time vendors. Criteria to be written before the vote.

10. Conference Reports:

- a. 2019 North Central Valley Chapter: Vice President **Selby** stated there were lower numbers than they expected at each event with 126 people at the Gala Dinner. He presented a check to the EBoard for \$10,900 from this year's conference. He commended the 12 Conference Committee Members who did an awesome job. George Bradley was a big part of driving the committees.
- b. 2020 San Diego Area Chapter: Secretary **Cancio** reported the 2020 Conference Committee had a booth at the Vendor Expo with many promotions and giveaways to help promote the upcoming Conference at the Bahia Resort in San Diego September 21 – 25, 2020. The Committee Chairs to be established by December 2019. The training class schedule is in progress. The main Keynote Speaker has been confirmed (Scottish John). More information will be provided at the January 2020 meeting.
- c. 2021 - Vacant: There is nothing to report.
- d. 2022 Arizona Chapter: Delegate **Manthey** reported they are waiting for hotel location and trying to fill seats.

## OLD BUSINESS

11. Jerry **Dankbar** challenges all Chapters to use Chase Bank. He wants to get Chase to establish a protocol for switching account access. One bank is best for Jerry to do annual tax reports and better manage all accounts.

## NEW BUSINESS

12. Request to Host Conferences: Delegate **Fulmer** submitted an official request for the Greater Ventura Area Chapter to host the 2021 Annual Conference. **Motion by Vice President Selby, seconded by Delegate Valdez, to approve the Greater Ventura Area Chapter to host the 2021 Annual Conference. Motion carried unanimously.**
13. Request for Conference Advance Loans: None.
14. Other:
  - a. Delegate **D'Ambrogi** has old MSA stuff and wants to know how long to keep it. Chapters should use his best judgement to keep or get rid of items.
  - b. President **Carnahan** suggested creating a protocol that restricts chapters to not have their annual Equipment/Vendor event near the date of the annual conference or if too close to the chapter hosting the annual conference.

## ANNOUNCEMENTS

15. Next Executive Board Meeting: President **Carnahan** reported the next Executive Board Meeting is scheduled for Thursday, January 16, 2020 at the Bahia Resort in San Diego, CA, along with the Conference Exchange Committee Meeting with EBoard dinner to follow. Executive Secretary **Evans** will send out confirmation of that along with other information in the next two to three weeks.

The meeting was adjourned.

Respectfully submitted,  
Rudy **Cancio**, Secretary  
Prepared by: Susie **Evans**, Executive Secretary

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