



Southwest Chapter Executive Committee Meeting Minutes

Executive Committee Meeting

Thursday, June 2, 2022, at 3:00 pm

Zoom meeting

Attendance

Present: Benjamin Craig (President), Abby Holovach (1st VP), Jimmy Walker (Treasurer), Kelsey Griffith (Secretary), Madison Lopez (VP Member Services), Andy Blackmon (Delegate)

Absent: Vance Lee (Delegate), Sean Blakemore (Construction Section Liaison), Jay Gnadt (Delegate), Dusty Cotter (Past President)

Quorum announced by Benjamin Craig and Call to Order at 3:08 PM.

Old Business

- April EC Meeting Minutes – Benjamin Craig
 - Jimmy Walker motioned to accept. Andy Blackmon seconded. No discussion. All in favor. None opposed. Motion carries.
- February Monthly Financial Report – Jimmy Walker
 - Tabled from last meeting
 - Speaker expenses - MayDay quarterly fee.
 - Kelsey Griffith motioned to accept. Andy Blackmon seconded. No discussion. All in favor. None opposed. Motion carries.
- April Monthly Financial Report – Jimmy Walker
 - Mostly PDC expenses and dues; MayDay quarterly fee and PDC travel.
 - Ben Craig motioned to accept. Kelsey Griffith seconded. No discussion. All in favor. None opposed. Motion carries.

New Business

- 2022-2023 Budget – Benjamin Craig, Abby Holovach, Jimmy Walker
 - Jimmy will send out an Excel document for EC to look over
 - To be voted on at the July meeting
- June/July Social Meeting
 - Bowling at Bowl & Barrel
 - Good reviews, looks like a decent establishment
 - \$1700 for 3 hours, 30 people, 4 lanes, food included
 - Look at increasing to 5 lanes
 - Price includes simplest food option (appetizers/drinks)



- o Spinach/artichoke dip, charcuterie board, ghost pepper peanuts, giant pretzels, drinks
 - o Could look at increasing food/drink options to entice attendance
 - How to limit guests (to avoid an extended family situation)?
 - \$10 admission per person, includes a drink ticket?
- 2021-2022 Financial Audit
 - o Committee needed (3 people) - incoming chapter president, EC member, and another at-large chapter member (non-EC)
 - o Treasurer and outgoing chapter president should be available to answer questions
 - o Members: Abby, Andy, another chapter member
- Delegate/Advisory Board Reports – Jay Gnadt/Andy Blackmon/Vance Lee
 - o None at this time
- PDC Status – Abby Holovach
 - o Got the rest of the numbers to Greg to compare for past events
 - o April 13, 2023 will be next PDC
 - o Need evaluations for other two tracks
 - o Abby will meet with Jeff (incoming VP of PD) soon
 - o Abby needs login for chapter Google account to update pictures on website
 - Kelsey will send
- Upcoming
 - o When do officer appointments occur?
 - First meeting of the term year (typically July) when the new president takes over
 - o Technical meeting location
 - To be discussed more at the strategy meeting
 - For the November meeting, will need to alert the caterer multiple weeks in advance (due to holiday parties, etc.)
 - If meeting is sponsored, the food is paid for; could have meeting charge reduced (or free!)
 - Member vs. non-member fee
 - UTD has been a good location, easy to work with

Motion to Adjourn by Andy Blackmon. Seconded by Ben Craig. Meeting adjourned at 3:42 PM.

Respectfully Submitted: Kelsey Griffith, Chapter Secretary