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7000 N. 16th St, Suite 120 #434

Phoenix, AZ 85020

www.ABATEofAZ.org

Board of Directors Meeting Minutes

Saturday, October 2, 2021

Scheduled Time: 1:00 PM – 2:30 PM

Location: Teleconference & in person

Join on-line: <https://join.freeconferencecall.com/chairman142>

Dial-in number: (425) 436-6380, Access Code: 4616921 (Host 1269)

Description: Regular Quarterly Meeting

Quorum Attendance:

Coyote Pass	Harley Pettit	Absent
High Country	vacant	Present / Absent
Mohave	Tom Aydt	Present
Phoenix-SM	Nolan Steed (proxy for Mary K)	Present
Southern Arizona	Susan "Two Spirits" McConnell	Absent
Superstition	Jack Batty	Present
Yavapai	Deborah Butitta	Present in person
Yuma	Frank White	Present

State Officers/Committee Chairs:

President	Shirley "Moonshine" Bizub	Present in person
Treasurer	Tara Rudometkin	Present
Secretary	Deena Grady	Absent
Legislative Director	Michael Infanzon	Present
Bylaws/P&P Committee	Cynde Aydt	Present in person
(Committee Members: Mary K. Donnay, Cynde Aydt, Suni Sommers)		

Guests:

Dennis Banners, Yavapai Chapter Treasurer, Cynde Aydt, State membership, Paula Beall from Winslow running for an office. All present in person.

**Agenda:**

Call to Order

Time:1:30 PM

Pledge of Allegiance – Jack Batty

Chairperson Comments – Jack Batty

Prior Meeting Minutes (Waive or Read) – Jack Batty

I. Reports

1. President – Shirley “Moonshine” Bizub Reminder State Elections, bring door prize to do 50/50 drawings.
2. Legislative Director’s Report – Michael Infanzon
Motorcycle Day at the Dome & Freedom Rally Ride
3. Bylaws/P&P’s Committee – Chairman needs appoint 2 more By-Law committee members to work with Suni Sommers (Yavapai Chapter).

II. Old Business Agenda Items

1. Treasurer – Tara Rudometkin
 - a. 2018, 2019 & 2020 Tax None are filed
 - b. monthly and/or quarterly financial reports not done.
 - c. Not using Quick Books.
 - d. internal audits status/plan – no update
 - e. high interest savings account info., no report
 - f. chapter checking accounts fees paid, need to check into other banking institution who will work with ABATE on main account & chapter accounts.
 - g. Membership money has been deposited to state checking account by Coyote Chapter.
 - h. State budget 2022 need to be submitted to board by November 20th for approval.
2. Coyote Pass Chapter – Harley Pettit, Harley not present

III. New Business Agenda Items

1. State officer elections –ballot published in The Masterlink October 2021 edition. Note 3 ways to vote. Please have ballots available for chapter voting in October. Mail in or have a chapter representative bring to the Nov. 20 Elections/Annual Member meeting/BOD mtg. at AZ American Italian Club-Phoenix. A valid ABATE membership number is required for each ballot (no names).
2. Bylaw revisions – BOD Motion by Deborah Butitta, 2nd by Nolan Steed to accept changes to the by-laws for section 6.06, 3.12,7.01, 7.03 & 10.01 as presented. Motion to modify previous motion for By-Law changes: Deborah Butitta makes motion to accept 6.09, 6.12, 7.01, delete 7.03, accept 10.01 by-law changes: delete 7.03 Special Membership, 2nd by Nolan Steed.

**Motion carries unanimously.**

P&P Manual revisions –Motion by Deborah Butitta 2nd by Nolan Steed to accept P&P updates for *Membership in Organization, State Membership Officer, Chapter Membership Coordinator, Duties of State Secretary, Chapter Secretary Duties positions and Newsletter.*

Motion carries unanimously.3. ABATE electronic data continuum plan – MK

Received user log in info. for our websites and membership system. It will be maintained at MK's home, in a fire-proof upright safe, passed along to the next State Chairman.

Eric Hampton asks that we go to Darla for Masterlink log in/PW info., in the event he becomes unavailable.

MK is working with Harvey to get all websites under one domain hosting company, owned by ABATE of AZ, as recommended by Woody Phillips.

4. State-held chapter funds –

Need clarification on maximum amount of Chapter held funds. Can Chapter request additional funds to do a fund raiser event?

5. Too Broke For Sturgis 2022 – MK

Need committee members, at least one from each chapter would help. May attend meetings over internet/phone. Interested, contact MK or Moonshine.

6. Gratis ABATE business membership for AAIC – When appropriate on behalf of ABATE OF AZ Mary K. Donnay, Chairman shall present to AZ American Italian Club of AZ a 1 year business membership.

7. Discussion of the importance of Officers Training in January of each year.

8. **State Officer Elections/Annual Member meeting/BOD meeting**
November 20, Saturday, 12-3PM at AZ American Italian Club.

The BOD will need to run the elections and approve any remaining budgets. Our State Officers will have State and TBFS merchandise and raffles.

9. Review Critical Timeframes P&P's Pages 5-7**IV. Next Meetings/Events**

1. **Nov. 20, Saturday, 12-3:00PM - BOD Meeting/State Elections/Annual Member meeting** at AZ American Italian Club, 7509 N. 12th Street, Phoenix.
2. **Jan. 8, Saturday, 1:00-2:30PM BOD Meeting**, ABATE Phoenix Office.



V. Adjourn 3:00 PM First: Nolan Steed Second Frank White

Action Items:

1. Operation Manual to be placed on November State Officer and Board Agenda, discuss timeline, each state officer to do an operation manual for the office they hold for the purpose of combining all departments into a master ABATE of AZ Operation Manual, this will be a living document. There is a permission portal on the website this type of manual can be available to the officers and board members only.
2. Motorcycle Day at the Dome & Freedom Rally Ride: Committee formed to discuss and plan the event to bring back to the BOARD a recommendation. Mike Infanzon shall chair the committee and find 3 to 4 people to be on the committee to work out the details.
3. Look at OneAZ for possible cost to use the bank for State & chapter bank accounts. Deborah Butitta
4. Deborah Butitta to contact Michelle Backlund accountant for 501 c companies, concerning back tax returns.
5. Tara to meet with Mary Kay Sunday October 10, 2021 regarding state of financial reports, bank statements and tax returns.