

# Minutes for MFF Board Meeting of October 13, 2019

All board members in attendance : Timothy Wood (Woody), Toby Murolo (Perro), Ian Layton (Rama), Lara Lester (Datahawk), Vince Lopez, Cheetah Goletz, and Robert King

Absent: none

Guests:

## AGENDA

- Roll Call and Quorum Check
- Approval of minutes for Aug 18 meeting.
- President's Report
- Committee Reports
  - Board Member Search (Lara)
  - SEI Search (Rama)
  - External Legal Counsel (Toby)
  - Contracts (Cheetah)
  - Media Ownership (Toby)
- Convention Chair's Report
  - State of the Convention
- Old Business
- New Business
  - Loews Contract

Meeting start time – 11:15 am

Welcome!

All board members present

No additions to the Agenda

## Approval of Minutes

Motion to approve minutes of Aug 18 meeting with no revisions.

Approved unanimously

## President's Report (Cheetah)

Congratulations to Data on her election to convention chair for 2020.

D&O Insurance renewal went in late last month, but I don't have the renewal quote back. Will pursue that vigorously given how important it is.

We're signed with the Aloft next year with no attrition. They are proposing no-attrition through 2025, will share details as we move forward.

Also working on potentially contracting passkey for 2020 to mitigate this year's difficulties with the attendee experience.

Having some challenge getting invoices from hotels for this year's attendee room deposits so that Vince can cut checks. Can we pay the room deposits without formal invoices? Vince indicates that he is flexible and we can do this however is easiest.

I'll work on getting invoices, but if push comes to shove, I will substantiate and pass on the payment request.

## Committee Reports

Board member search (Data) – collecting resumes, not much news.

SEI search (Rama) - nothing new.

Perro report on External Legal Counsel – Search is done, Jim has suggested the group we currently have on retainer. Should we dissolve this subcommittee? Probably. Do we need to get a retainer set-up? Not at this time, the current one is fine.

Cheetah suggests we put together a short write up to document the resolution, then dissolve the subcommittee. Perro volunteered to do this write-up.

Contracts (Cheetah): Most of this content covered in the President's report. Starting to work with HUB International for Special Events liability insurance. Cheetah asks about unlisted inland marine. They are willing to consider it, needing to work out numbers. Fallback to Inland Marine will be Heffernan. Typical situation with DESC, but pressing forward to getting contract worked out.

What is the status of the Convention Center contract? Typical situation with DESCC, but pressing forward to get contract worked out.

Media ownership – nothing new.

## Convention Chairs report

Since the last meeting, the Hotel lottery is complete.

We dealt with the unwanted personality by banning him. Formal ban letter still needs to be sent, chair has asked for input from the board. Also, following up with legal about talking with outside organizations with experience with hate groups.

Action item for board and legal: we need to review the ban letter.

Chair is concerned that we have no contract in place for the convention center at this point. This is generally par for the course when dealing with the convention center.

Any attendance projections? We are estimating 10% growth or less, not exceptional growth.

Security wise, is there anything else we can do now and have we made any special arrangements? We are updating our watch lists and consulting with legal and the appropriate law enforcement agencies.

Finance: We are moving over to Xero. There are some snags in converting from QuickBooks, but nothing insurmountable. This will be gradual and targeted to be complete in 2020 after we close the books on 2019.

Meeting closed at 11:40am