**Members:** Yvonne Coulter, Melissa Craft, Deb Smith, Tymn Neece, Laura Jones, Corbin Ellsaesser, Melinda Doherty, Mary McCoy, Jayme Osborn & Debbie Czarnecki

**Members not present:**  Randy Rhodes & Earle Barnes

**Recording Secretary:**

1. The meeting started at 12:45. Jayme Osborn announced that the meeting was being recorded.
2. Secretary’s Report:
	1. Minutes from the May meeting will be approved by the Board via e-mail or at the August meeting. – still pending submission of minutes
		1. June minutes. MISSY motion to accept the June meeting minutes, tymn second. All approved.
		2. May meeting minutes. Jayme will send them to Missy to review. They will then be approved by board via email, and then Jayme will get them posted to Sugar Synch.
		3. Jayme is having problems with accessing Sugar Synch. Melinda is also. They will work with Earle but it is most likely a firewall issue.
		4. Earle was going to change the name on the account, but Mary doesn’t’ think that has been done yet.
3. Treasurer’s Report:
	1. Checking: Beginning Bal: $153,640.80

Ending Bal: $ 85804.89

Current Bal: $ 80840.89

* 1. Savings: Beginning Bal: $ 83069.07

Interest earned: $ 2.05

Ending Bal: $ 83071.12

* 1. We received late vendor income of $4,000 from Motorola. Mary will talk to our accountant about how to handle it since it was received after June 30.
	2. The Link final bill was reviewed and paid. It was posted on Sugar Synch.
	3. Mary will be mailing bank account statements and the checkbook to the accountant on the weekend. She will change the passwords and communicate the new passwords to the president, vice-president and the assistant treasurer.
	4. The attorney invoice will be paid this weekend. We were charged 1 hour at $200 per hour. This was well worth the money for his review of and recommendations for of our by-laws.
	5. Several board members like the idea of the webinar series.
	6. The SNUG checking account balance is high for a non-profit organization and ideas are needed to spend down some of the balance – about one half of the current balance. A few minor items previously suggested were: another book to all SNUG members (previously we send the Access Bible), printer, stamps, and the by-law review by our attorney. Additional items that need to be purchased: Mary will be purchasing some storage supplies for all of the treasurer files. We have to keep enough monies in the savings in case money is needed for the SNUG conference if attendance is down and we have to cover the cost of the hotel conference rooms. Checking account balance needs to be about ½ of the current balance. We want it to benefit the snug members.
	7. Jesus idea of using the money for RUGs was good but it doesn’t benefit all members, just those in the area of the RUGs.
	8. Deb C. suggested a one-time reduction of the cost of the conference – discount the registration fee.
	9. Missy asked Mary to calculate what it would cost to discount the SNUG registrations.
	10. Tymn stated that we are looking for meaningful content at SNUG – could we sponsor someone to come to present and pay for their whole trip? They would have to be a meaningful contributor and we would have to put criteria on the presentations. Epic has a form to present proposed presentations and the content has to be included. It would have to be limited to one person from the site and not multiple people from the same site. Tymn will share the form he has seen with the board. Discussion will continue at the next meetings.
1. Membership Report: Melinda – no updates at this time.
2. SIG Update: Corbin
	1. Corbin sent out the spreadsheet of final results.
	2. SIGs other than Bank have been voted on to move on.
	3. For Bank we have to decide on the criteria to say no. Missy suggested 50%. We need to keep in mind that new letter that SCC will be sending out about required upgrades.
	4. After we decide which ones – then SCC will re-evaluate them.
	5. We could set it at 2/3 and then only three would get dropped. Some think that all need to be addressed and none should be dropped.
	6. On the spreadsheet SCC is seeking FDA approval for some of these items. Do we know which ones require FDA approval? We don’t know for sure.
	7. Proposed: keep everything, 2/3, or 70%. The Board voted and it was decided to go with 70% which would drop the two requests that are “no’s”.
	8. Corbin will let Danielle know the results.
	9. Many thanks to Corbin for all of his work on this.
3. Customer Service Update: Debbie Czarnecki
	1. Nothing new to report.
	2. Minutes were sent out to the committee members.
4. Review of the SNUG By-Laws:
	1. The Board needs to review the recommendations from Mr. Guella, our attorney.
	2. Options for submitting bylaw changes to the SNUG Membership for approval were discussed.
	3. Missy said that the lawyer did great job and he was very easy to work with. Board members: Review the bylaws as soon as possible. He has reorganized them and our additions are included. This topic will move to top of the agenda for next month. After Board approval, then they will go to the membership for a vote.
5. The next meeting will be on August 21, 2014 at 12:30 p.m. EST
6. The meeting was adjourned at 1:32 p.m.

Conference Call Schedules and Phone Numbers

Annual Conference Planning – 1st Wednesday 1200 EST; Earle’s #

Customer Service – 2nd Thursday 1300 EST; SCC’s #

SNUG Exec/SCC – 3rd Thursday 1200 EST; Earle’s #