



**APGSA Board Meeting  
December 16, 2015  
Noon (PT), 1PM (MT), 2PM (CT), 3PM (ET)**

**AGENDA**

**Minutes**

- I. Welcome, call to order, introductions Lori Rugle

*Attended: Lori Rugle, Eric Preuss, Terri Sue Canale, Larissa Pixler, Smith Worth, Kathy Scanlan, Jennifer Berg*

*Absent: Mark Vander Linden, Nicole Corbin*

*Members present introduced themselves by naming their favorite winter holiday tradition.*

- II. Minutes of Board meeting 11/18/15 Smith Worth

*Minutes from the 11/18/15 Board meeting were reviewed; moved to accept by Eric, 2<sup>nd</sup> by Terri Sue. Minutes were approved.*

- III. Fiscal reports: November 2015 - Eric Preuss  
Kathy Scanlan

*Fiscal reports (year to date & account balances) were reviewed by Eric and Kathy.*

*Kathy provided an update on states that have paid their dues or intend to pay in the near future. Both Connecticut and Massachusetts have made changes in amount paid.*

- IV. Fiscal Policies – review suggested changes based on reporting requirements, decide. Eric Preuss

*Eric reviewed the suggested changes based on reporting requirements with the addition of:*

*#9 The Executive Director will prepare and submit the applicable annual Federal, State, and local report and tax filings (i.e. Federal Form 990 – Return of Organization Exempt From Income Tax and Schedule A – Public Charity Status and Public Support, Massachusetts Secretary of State – Annual Report, Connecticut Secretary of State Corporate Annual Report, Massachusetts Attorney General – Form PC) by the submission deadlines. Completed documents will be made available to the full board.*

*Motion to approve #9 was made by Eric, 2<sup>nd</sup> by Terri Sue. Motion passed.*

V. Dues Policy for FY 2017

Eric Preuss

*Discussion on APGSA dues policy for FY 2017 was led by Eric. Conversation included issues of fairness, equity, due-based and membership categories. Reference was made to article by Stephen Carey, AMMR, pp.1-5. Review was made of the Square Root method for calculating due and per capita. There was discussion on benefits to states that might pay more dues than others. Suggestions were made regarding membership tiers that would include options such as non-voting, voting and voting plus additional amenities such as scholarships to attend annual meeting. Additional conversation was held on the need to clarify the scholarship policy.*

*When a proposed dues policy for FY2017 is drafted, it will be sent to members for feedback..*

VI. Community relations – review potential contacts list, provide feedback

Larissa Pixler, Lori & Kathy

*Board identified agencies and associations such as: ASAM, ATTC, NAMI, NASPL, NCSL, NASADAD, and SAMHSA. Discussion included connecting with other groups through conference presentation. Review of how our members ASAM connection and Gambling SBIRT.*

VII. Board development – review proposal for staggering Board terms

Kathy for Nicole Corbin

*Agenda item saved for next meeting*

VIII. Mentorship Initiative – review changes, provide feedback

Kathy, John Hostetler

*Kathy will send a revision of the Initiative to Board members for feedback, will make any added revisions, and then will send it to members.*

IX. Meetings

a. Monthly Board meetings-

Lori

*Confirm meeting schedule and Kathy will email out something*

b. Annual meeting in July 2016 – schedule meeting time

Lori

*Scheduled for 7/14/2016; Kathy and Lori will talk with Keith regarding schedule*

X. Adjourn

*Meeting was adjourned by Lori*