

JCICS Board Meeting
November 19, 2008
Conference Call

Attendees: R. Pearlman, H. Stultz, S. Cox, J. Rolsky, R. Gibson, K. Sacco, K. Wallace, J. Ruben, L. Brownlee, K. Altweis Nicholson, T. Fleeson

Absent: A. Hayo, N. Fox, P. Singer, D. Johnson, T. DiFilipo

Call to Order & Agenda: R. Gibson at 3:12 PM EST

Secretary's Report: H. Stultz

Open action items will be emailed to the board for review.

The first draft of the October minutes was edited to include the online discussion and online vote regarding Hague denied organizations no longer qualifying for JCICS membership in 2009.

**MOTION: To approve the minutes from October 15, 2008.
J. Rolsky MOVED/ R. Pearlman PASSED Unanimously**

Discussion was held about holding a workshop at the conference regarding structure of JCICS and how the role of the membership, board and staff function and contribute to the overall function of the organization.

Financial Report: J. Rolsky & T. DiFilipo

Bank charges line 8200 are not accurately reflected because this line has been used as a placed to record uncategorized expenses until they can be classified otherwise. This will be cleaned up this month so that the November profit and loss statement should be accurate.

The IT line item is higher than budgeted primarily due to the purchase of software related to the computers donated by Super Value through Paul Singer. Also a database was created to accommodate 15,000-20,000 for fundraising, from Guatemala, Vietnam & China campaigns.

The professional services line is also higher than budgeted due to efforts to get computers up and running as well as the Adoptipedia effort.

The investment line item is on the low side due to poor interest rates.

Line 6600 includes conference and staff travel.

Overall the budget is very close to this year's predicted deficit. The 2009 budget will need to be reviewed again in light of this.

2009 Budget

Discussion was deferred until the December board call.

Financial Policies

To approve the employee debit card use and check signing policies.

K. Wallace MOVED/ K. Altweis-Nicholson SECONDED PASSED Unanimously

Committee Updates: BOD

Development: S. Cox

Request was made for Rebecca to send an update to the board regarding recent direct mail campaigns.

Nominating Committee: H. Stultz

The timeline of events has been established and a call has gone out to the membership for committee volunteers. Since more than 3 members volunteered, the policies and procedures call for the Board to vote 3 members to serve on the committee with the two chairs.

The board discussed that the committee should help recruit members who have experience in fundraising and who would be willing to serve as secretary.

Staff Update: J. Ruben

NBC

The third webinar will be held tomorrow. The first two were regarding the I-800 process and homestudy requirements. There have been more than 250 participants and the nominal \$10 per person per session fee has raised \$5,000 in revenue. Over 120 questions were received during the last session and the sessions have generated a great deal of feedback.

Conference

The agenda is set for everything but one workshop. The process for continuing education credits is being finalized and everything should be listed on the website by December 1st.

COA/Hague Update: J. Rolsky

COA has still not responded to JCICS' requests regarding transparency and a formal appeal process. A small group of the board needs to work on brainstorming a new strategy. The monitoring process for agencies is in process.

Next Board Meeting: A conference call will be held on December 17th, 2008 at 3PM EST.

MOTION: To adjourn the meeting at 4:04 PM EST.

K. Altweis-Nicholson MOVED/ K. Sacco SECONDED PASSED Unanimously

Respectfully Submitted,

Heather Stultz, Secy

Action Items:

1. Staff – email BOD regarding recent direct mail campaigns.
2. K. Sacco – send Adoptipedia link to the board for review.

Open Action Items from September 16, 2008:

1. S. Cox, K. Altweis-Nicholson, N. Fox & J. Rolsky – work on plan for new affiliate acquisition.
2. Finance Committee – make 2009 budget recommendation at the next board call.

Open Action Items from September 15, 2008:

1. R. Harris – email BOD with updated flow charts for government structure & contact information.
2. Staff – release Guatemala & Vietnam survey results.

Open Action Items from June 24, 2008:

1. R. Gibson & J. Rolsky – examine the expansion of employee healthcare benefits.
2. T. DiFilipo – send statement regarding members advertisement of pending Hague status to Executive Committee for review.
3. Staff – post finalized Hague status statement on JCICS website.

Open Action Items from April 23, 2008:

1. Staff – notify BOD 24-48 hours before new website goes live.

Open Action Items from January 9, 2008:

1. Ethics Committee – review current SOP to revise sub par standards to Hague language.