

## ABI Town Hall Meeting Notes

June 10, 2023

The Woodlands Resort, Houston, TX

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<b>Meeting called by:</b>	Liz Germani, President	<b>Type of meeting:</b>	Board Meeting
<b>Facilitator:</b>		<b>Note taker:</b>	Amber Neal, Secretary

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Liz Germani RT84  
Tom Littlejohn DH84  
Marie Littlejohn-Dunn DH77  
Amber Perkins Neal DH86  
Dawn Kolb DH92  
Cynthia Metcalfe DH84  
Paul Allen DH89  
Bridget Halpin DH84  
Sandra Kerr Louchard DH84  
Selma Zein DH06  
Jeff Neal DH86  
Damon Bresenham DH74  
Penny Dougharty-Maher DH72  
Diane Knipfel-Slingluff AB75  
Debbie Hendricks-Kheiry DH84  
Lisa Osborn DH85  
Jamal Kheiry DH84  
Deb Hendricks-Kheiry DH84  
Randa Chichakli DH87  
Lee Ingham RT72  
Rick Owen DH67  
Mirion Robertson RT68  
Cathy McCoy RT74  
Gail Gantt RT75  
Catie Bresenham-Cody AB66  
**Attendees:** Gary Cody AB53 - Oldest Brat attending!

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### Agenda Items

1. Audit
2. Term Limits
3. Annual Report
4. Reunion Scheduling Changes

The meeting was called to order at 2:09PM by LAG.

Attendees were provided with AramcoBrats, Inc. report containing reunion and database information as well as latest financial report.

#### **Audit:**

- No completed audit since 2011 reunion. It was noted in 2017.
- We have endeavored to hire a CPA/Accounting firm to complete the process. In 2020, the Board hired a firm in the New Orleans area that specializes in nonprofit organizations. This firm was provided access to documents. No work was completed and the firm was subsequently fired.
- We have searched for months this year. Met with non interest. Recently, we began communicating with another firm that provided a quote then stopped responding.
- Quotes have been in the \$3-4K/term range. Based on past audits, the expected reasonable cost is \$1500. We have budgeted for that every term and we have the money to pay for the back audits.
- We have provided preliminary data to another firm that has quoted \$2K/term. This is what we plan to pursue and have requested a 3 month deadline from the firm we want to engage. It should not take that long. They will be looking at receipts and transactions.
- We have considered finding a Brat that could volunteer to do it. However, this could be considered a conflict of interest.

We have to follow our own bylaws. We could lose our nonprofit status if we were to be audited by the government. The steps taken to remedy the missed audits were documented. We all recognize how important it is to complete the audit, and it will be completed. Our financials are posted on the website, so anyone can go and look at them. If you review them and something doesn't look quite right, you can let us know.

#### **Term Limits:**

Board member term limits have been suggested. We don't think anyone would oppose setting term limits. Unfortunately, term limits aren't really feasible for this group. There is a historical lack of interest from people willing to join the Board. We have discussed all the possible caveats for what to do when a term limit is met when there is no potential replacement. Now is probably an inappropriate time to set time limits as there is no one interested in replacing outgoing Board members.

We do have the ability to remove Board members for nonperformance and fortunately that has not happened often. In instances where that occurred, other board members covered the vacated position's duties for the remainder of the term.

Ways to encourage new interest:

- Update and add to the Board position details on the website.
- Continue to offer volunteers an opportunity to talk with us about what each role does.
- Write and post a feature on each Board member on what they do before the Call for Volunteers.
- Conduct YouTube video interviews of Board members to explain what they do. Sid could do the interviews.
- Promote the personal payback earned by being on the Board, all the new friends you make.
- Note that there is training as new members join in each position.
- Continue creating volunteer activities. This gives Brats a peek into how the Board is run without a huge commitment.

#### **Reunion Scheduling Changes:**

Considerations for changing date of reunion:

- Lack of availability of venues with the outdoor setting and nice pool on Memorial Day weekend.
- A decent rate. The Woodlands is the only one that came back with a reasonable cost.
- Graduations on Memorial Day weekend.
- School is still in session.

By pushing it out a couple of weeks, it's going to open more options. At this reunion, we have a lot of first timers because they had conflicts with Memorial Day weekend. RFP to include Memorial Day weekend through the end of June to allow more flexibility to get better prices/options.

We have heard from people attending that this is a good weekend. We should do a poll so that people who are not here are able to tell us why they did not attend the reunion.

Future changes:

- Move the banquet to Saturday since several people are leaving on Sunday because they have to work Monday and don't want to take a vacation day.
- Schedule class lunches on Sunday. Those are a little easier to coordinate.

### Submitted Questions

- Can we have the Town Hall available as a Zoom meeting?

This is not a good venue for a Zoom call. It's not professionally recorded. We try to keep it in an open area, not in a Boardroom, because people are walking by and stopping. In Phoenix, we held the meeting out by the pool and in Tucson, we held the meeting outside Registration and Suq rooms and we got a lot of attendance. In this setting, no one would be able to see and hear. We had Board members attend via Zoom in 2021 and they could not hear unless the speaker was put in front of each person talking.

### General Questions

- I heard a rumor that we did not meet our room block. Is that correct?

Yes and no.

It may be this hotel or new language in post-COVID times. The attrition application deadline was 3 weeks before the event. As an example, let's say the reservation block was for 1250 rooms. When a partial attrition is applied, the reservation block is reduced to 1200 rooms. With this clause, if any more rooms are canceled after this deadline, the ABI is financially responsible for the difference. If we applied the full attrition and reduced the block to 1100 rooms, then the hotel would start canceling rooms over that limit.

A lot of people canceled at the last minute. There were also a lot of people who had not registered, but had a room reserved. Weeks in advance, LAG personally emailed every single one of them asking them if they were still planning on coming to the reunion, letting them know they could obviously still register on site. She asked them to let her know if they would not be attending. Randa has worked tirelessly with the standby list, swapping out people on the waitlist.

The Friday night reception was paid for by Aramco Americas. That was in addition to what ABI paid and went toward the F&B commitment.

We have never had an attrition clause like this before. If we see it again, we will have to cancel rooms for those who don't register by the cutoff date. It is set up so that we can't win. In the end, if it was a standard attrition clause, we would have been just fine. We met about 88% of our block.

We do have a lawyer who reviews our contracts. This was a lesson learned.

- What is Aramco Americas?

ASC. They sponsored the Friday night reception after Liz approached them to see if they wanted to sponsor again. We do not include any donations in the reunion budget but adjust budget to include any we receive.

Meeting adjourned at 3:02PM.