**Cushing BoD Meeting Minutes (February 23, 2025)**

**Reunion Timeline**

* Justin Kraven participated in the Board of Directors (BoD) meeting by providing feedback on potential areas to look for venues, hotels, catering, and transportation.
* The group also discussed conducting cold calls with potential vendor. Furthermore, we discussed some parameters (shown below) to help the board in final decision about a venue.
	+ Date to reserve the venue
	+ Length of time to reserve the venue
	+ Catering options (internal or external)
	+ Bartender services alcohol (open bar-options)
	+ Private space options
	+ Down payments to reserve the venue

Note 1: The board’s game plan is to host the reunion near the Water Front; however, the final determination will be impacted by economic resources as well as the overall safety of our members.

Note 2: Gabe created a cold call document to ensure the board is efficient and effective in the communication process with the vendors.

* Gabe provided an update on the financial status of the organization via his 2024 Financial Report
	+ Dues Revenue (total) > $971.70
		- Nine (9) Members paid 24/25 > $ 489.10

Note: Dues renew on annual basis (July 1 – June 31).

* + Service Payments (total) > $191.76
		- 1 year of Micro Soft 365 License > $95.88
		- 1 year of Site Lock Essentials > $95.88

Note: These services support our new Cushing site to where we can store private documents impacting the organization’s business.

* As of January 1, 2025, the organization has $5209.76 to spend on the reunion.

**Governing Document**

* Shannon is working on a redline version to share with the board to get their feedback to present at reunion for overall groups approval.

Note: The goal is for the board members to work on the document in between reunions (every two (2) years) by implementing agreed changes by the overall group for the document discussed at the reunion.

**Coins**

* Gabe/Jon informed the board that there were coins donated to the association to support fund raising efforts for current/future reunions.
* The board discussed options of how to use the coins.

**Action Items**

* Board members will start cold calls with potential vendors to help determine options to finalize venue and hotel locations.
* Shannon will provide a redline version of the governing document to the board for their feedback.
* Jon will post to social media more details on how members can obtain a coin.
* Shannon will post to social media more details about current funding efforts to support Cushing reunions.

Note: The next meeting will be scheduled for March 23, 2025 at 6pm Central.