

**National Finance Committee Meeting
Minutes
September 9, 2012**

Karen called mtg to order at 8:08 a.m. MDT

Those in attendance: Karen Stevens, Pat Soler, Anne Parker, Kathryn Venable, and Kristine Wirgau.

Additional person on committee – Karen will contact two individuals to interview and get back with the committee.

Financial Policies – all committee members indicated that they have reviewed the policies.

FC policies for approvals – for items that are covered by gov doc's; FP; or voted on by the NEB, note location, Article/section etc. in approval/notification.

Legal bill – all FC members gave their input regarding the statement that was presented to us. Motion, made, seconded, and passed to pay the first invoice in the amount of \$4,498.80 via bill pay.

Plan of action – NP to contact PNP Robin McCarthy and attorney Robert Hoover to discuss second invoice in the amount of \$6,859.08;

Communicate with attorney the approval process going forward – attorney to contact NP prior to incurring indebtedness; accountability and status reports need to be provided to the NP, either by attorney and/or Robin;

Contact Philadelphia Insurance to obtain an update on the process of their involvement/financial responsibility.

Pat will get in touch with Robin today and contact the attorney within the next day or two and report back to the committee via email asap.

Discussed payment options for a BSM member to reimburse the org for hotel charges incurred at Nat'l convention. Kathryn, NFS, will communicate with her to offer payments in a three month time period.

schedule next mtg – October 22nd 4:30 Pacific; 5:30 Mtn; 7:30 Eastern

Meeting adjourned 9:20 MDT