



Meeting Minutes

Thursday, July 17, 2008

8:00 - 10:00 AM

Call to Order:

President Mark King called the meeting to order at 8:10 AM.

In Attendance:

Mark King, Michelle Cutcher, Diane Lanham, Diane Heinzelman and Executive Director Tony Thaxton

I. Approval of Agenda

- A motion to approve the agenda was made by Diane Lanham and seconded by Diane Heinzelman. The motion Passed.

II. Financial Report By Executive Director

- Tony Thaxton reported on the financial status of the association with the following outline:
 - Financial Management Process
 - Fifth Third Bank & CD's
 - Meynaard, Tolman & Venlet, PC (MTV)
 - QuickBooks Accounting Software
 - MAASE Website
 - Membership Management
 - Workshop Registration Management
 - Financial Activity & Status
 - 2007 - 2008 Budget
 - Retreat Executive Board Resolution
 - MTV/QuickBooks Budget Translation
 - 2007-08 Profit & Loss Overview
 - 2007-08 Profit & Loss Detail (by account)
 - 2007-08 Profit & Loss Detail (by class)
 - 2008 - 09 Budget
 - 2008-09 Summer Institute Budget
 - 2008-09 MAASE Budget Proposal

III. The meeting was adjourned by President Mark King at 9:55 AM