

**National Government Publishing Association  
Board Meeting Minutes  
March 19, 2008**

In attendance, Audrey Marrocco -- PA, President, Richard Beto -- TX, Vice President, Ragina Ostendorf -- IA, Corporate Liaison and Central Regional Director, Dan Swisher -- WA, Treasurer, Ronnie Fore -- MS, Southern Regional Director, Larry Krist -- OH, Eastern Regional Director, Andrew Sherman--DC, Bylaws Committee Chair, Joe Tucker -- OH, Nominations and Elections Committee Chair and 2009 Conference Planning Chair, Susie Barthel -- LA., and a number Washington State Printer employees assisting with the 2008 Conference also attended. Lamar Evans represented Association Management Systems, Inc.

**Call to Order.** A quorum being announced, the meeting was called to order at 2:05 p.m. Central Time with Ms. Marrocco presiding.

**Minutes:** Minutes from the January 16, 2008, board meeting were distributed previously by email. Ms. Marrocco asked for changes and/or corrections.

**Motion:** Mr. Fore moved and Mr. Swisher seconded a motion to approve the minutes from the January 16, 2008, meeting as submitted and reviewed. The motion was accepted.

**2008 Conference Planning:** Mr. Swisher provided those in attendance with a proposed schedule of events for the upcoming conference. It was requested that a board and corporate sponsor meeting be added for Sunday afternoon. There was consensus that all sponsorship levels, with the exception of Partner Level, should be invited to attend this informal gathering.

Regional meetings were added to the Monday afternoon schedule.

There was consensus that NGPA should offer a one-day registration fee and possibly a member and a non-member rate. It was reported that \$20,500 of sponsorship commitments have been finalized. Mr. Swisher indicated that he also has verbal commitments from a number of additional corporate providers.

Swisher pointed out that the Tuesday schedule will involve a trip to the Washington State Print Shop for a tour and sessions.

It was requested that the board be provided a tentative conference budget by the next board call.

**2009 Conference Planning:** Ms. Barthel was then invited to provide board members with an update on the 2009 conference site selection. She reported that she has discussed the various options with her local team and that they are of the opinion Baton Rouge or New Orleans, LA would be an acceptable location. She asked the board for direction.

**Motion:** Mr. Fore moved and Mr. Swisher seconded a motion to hold the 2009 NGPA Conference in New Orleans, LA, unless a future location change is recommended by the host state. The motion was accepted.

**Financial Update:** Evans that the organization has cash assets in the amount of \$24,425 and A/R assets in the amount of \$20,500 for total assets of \$44,925. He noted that this is almost \$3,000 less than the association had at this time last year. He also noted a major shift in the assets from the cash accounts to the accounts receivable accounts. The association is reporting a year-to-date net income of \$19,538 with income totaling \$24,793 and expenses totaling \$5,255.

**Tax Information -- Hours Dedicated by Board:** Evans also reported that the CPA who is currently filing the appropriate 2007 income tax forms has requested an estimate of the number of hours each board member spent working on NGPA during the past fiscal year. It was reported that the reporting is voluntary this year but will be a requirement when 2008 taxes are filed. Evans also noted that the CPA advised him

that the IRS has plans to audit one in five of all 501 organizations each year. Apparently, the IRS is taking a much closer look at non-profit organizations than they have in the past.

**Committee Updates:**

Bylaws Committee: Mr. Sherman and Mr. Fore reported that they know of no bylaw changes that are needed or that have been proposed.

Strategic Planning Committee: No report.

Corporate Liaison: Ms. Ostendorf reported that she continues to follow up with confirmed sponsors. Board members also reviewed the sponsors from last year and discussed the need to follow up with some who have not yet made sponsorship commitments.

Nominations and Elections: No report.

Resolutions: No report

**Regional Directors Update**

Western Region: Ms. Marrocco reported that she intends to discuss Regional Director responsibilities with Deborah Gallagher and will have a recommendation for a new Western Regional Director by the next board call.

Eastern Region: No regional activity reported since conference.

Central Region: Ms. Ostendorf reported that she has held one regional telephone conference call and is planning a second in the near future.

Southern Region: Mr. Fore and Ms. Barthel reported having made contact with every identifiable government printing operation in the southern region with little or no response back.

**Other Business:** None

**Next Meeting:** The board set April 16 at 2:00 p.m. Central time as the next board call.

**Announcements:** None

**Adjournment:**

**Motion:** Mr. Fore moved and Ms. Ostendorf seconded a motion to adjourn the meeting. The motion was accepted. There being no further business or announcements, Ms. Marrocco adjourned the meeting at 3:32 p.m.

Respectfully Submitted,

Approved \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

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Lamar Evans, Secretariat

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Audrey Marrocco, President