

O-3

MPLA Past President
July 2008 Board Report
Wayne Hanway

My primary responsibility as Past President is to chair the Administration Committee. The Committee had a conference call meeting on July 16th to consider several items for recommendation to the Board at the coming meeting on July 23rd.

The committee reviewed the current state of the association's finances and the recommendations in the report of the internal audit done by Annie Epperson and Louise Treff-Gangler in April 2008. The only significant concern is that membership renewals are off significantly in three states. The Board should discuss this and recommend appropriate action.

The committee voted to recommend that the Board authorize two unbudgeted expenditures of items needed by the Executive Secretary for her duties: the latest version of *QuickBooks for Dummies* and an LCD monitor with a size of 20 to 22 inches. The total expenditure will be less than \$300.

The committee voted to recommend that the Board approve the proposed revision of the Manual of Procedure section on Board Choice Awards and add the proposed sections on the Community Portal Administrator and the job description for the Leadership Institute Coordinator.

The committee's next scheduled meeting will be Friday evening, October 10th, in Denver.

Respectfully submitted,
Wayne Hanway