

Gateway Chapter

Society of Cable Telecommunications Engineers

Monday, December 7, 2009

Board meeting via concall: 866-607-4367

Meeting called to order by President Sean Gallagher at 5:15 pm

Roll Call

Directors present: Patrick Hunter; Sean Gallagher; Tom Williams; Larry Stiffelman; Andy Parrott; Jason Jones; Todd Arnett; Dick Beard; Len Schwartz; Chris Kramer; Cary McClure; Pam Kramer; Kevin Goetz; Dan Smith; Rick Sullivan; Dan Smith; Don Lynch

Excused: Gary Vaughn; Mike French

Absent: Tom Jokerst, Mitch Kilgore; Ken Williams; George Hillier; Gary Alexander

Prior Minutes: Minutes from the September 14 meeting were read by Jason Jones. No further changes were made to the minutes.

Treasurer's Report: Pam Kramer noted that we have a \$24,134.48 balance in the treasury. There are two outstanding invoices for \$830 (Charter) and \$18 (MediaComm- check received but not yet deposited). Pam did note that she has yet to receive the reimbursement request from Dave Walker, one of the techs that were sponsored for the SCTE Expo. Tom Williams will check.

Agenda Items:

- Christmas Dinner: Sean wants the Christmas Dinner to be a social event, and asked that we keep as much business from the dinner as possible so that the spouses and other guests may enjoy the evening. Pam noted that appetizers will be available at 6 pm this year to be sure they are warm. There will be a cash bar for drinks.
- Elections: Patrick will announce, via email, the upcoming elected directors, so that everyone knows by the dinner (Thursday, December 10) of those elected. We will need to vote for a Treasurer and Vice President that evening.
- Website: Patrick believes everything is up to date on the website. He did, however, request that if there is anyone who would like to take over the responsibilities, he wouldn't mind relinquishing the duties, as his current position is taking a lot of his time. As a side note, Patrick also mentioned that he would also relinquish his secretarial duties if someone else was interested. He did, however, note that he would work through his commitment if there are no takers.
- 2010 Planning Discussion: Pam suggested that we create dates for technical, vendor day/golf, and board meetings now. She noted that the Show-Me Chapter is having their vendor day and golf tourney on June 21-22, and if we could manage to have ours that same week, it would be

very beneficial to the vendors. It was agreed upon that we will have our 2010 Vendor Day/Golf Outing on Thursday, June 24. Andy will again take the golf outing chair. It was also agreed that we will again use the DoubleTree for our venue. Will need to pay a deposit most likely by February.

- Following is a list of 2010 events:
 - Technical Sessions
 - Mar 10-11
 - May 5-6
 - Jun 24 (as part of vendor day)
 - Aug 25-26
 - Nov 3-4
 - Board Meetings:
 - Jan 25 at Spectrum
 - Feb concall (TBD)
 - Mar 15 at Charter Commons
 - Apr 5 concall
 - May 17 at Charter NOC
 - 2 concalls between 5/17 and vendor day (TBD)
 - July concall (TBD)
 - Aug concall (TBD, but before Aug tech sessions)
 - Sep concall (TBD)
 - Oct 4 at Sudden Link
 - NOTE: Dan Smith also volunteered Fidelity's office as an option for future board meetings.
 - Other Events:
 - Apr 14-15, CLC in St. Louis
 - Oct 20-22, EXPO in New Orleans
- CLC 2010
 - Andy inquired if we can have more participants from Gateway as we are the host chapter. He will continue to pursue, although it appears we will get 2 "no charge" participants and all else will need to pay.
 - Gateway will host the closing session. We need to solicit vendors to help defray cost.
 - Tom Jokerst graciously *volunteered* to put the band together for the closing session entertainment.
 - Also looking at other possibilities such as a comedian. Arch tour and Budweiser tour are two other suggestions. Please send Andy and Cary any ideas that you may have for that evening's entertainment. This will be held at the downtown Hyatt.
- 2010 Budget
 - Pam provided a template for the 2010 budget based on 2009 financials. Will discuss final budget at the January board meeting.
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- 2010 Planning
 - Dick Beard brought up the LiveWire demo as a session(s) for 2010. HE will pursue dates.
 - Discuss Member Appreciation Day(s)
- Matrix Overview
 - To date, we have 435 points accumulated for '09.
 - Two items have been dropped: Scholarship program and having all officer positions filled. School outreach program is now partnered with I.T.T.
 - Big misses for '09:
 - Recruitment (letters, emails, etc. to past/current/potential members)
 - Newsletter, recapping and providing info on upcoming events
 - Member Appreciation
 - Certification (we did not tie tech sessions with certifications.
 - Must do testing at Tech sessions and fill out forms.
 - Good Guys
 - We ended the year with a 9.83% membership increase
 - Dale Rosovich gave Jason lots of good ideas to earn more points
 - Meeting adjourned at 6:29 pm
 - Jason Jones made the motion, Dan Smith seconded.