**Board of Directors Meeting Minutes**

**Thursday, August 15, 2019**

**Hilton Garden Inn – Princeton/Lawrenceville
1300 Lenox Drive
Lawrenceville NJ 08648**

**Open Board Meeting**

7 AM – 12:45 PM

**Executive Session**

1 PM – 2 PM

**Officers:**

Darren Huggins, Chairman

Keith Egan, Vice-Chair, Community Involvement

Kerry Angers, Vice Chair, Industry Involvement

Doug Schlueter, Secretary

Elizabeth Clark, Treasurer

Barry Barbee, Director-at-Large

**Staff/Administration:**

Bill Garoutte, President & CEO

Linda Sulkala, Program Manager, NABC™ Recycled Rides™

George Avery, Program Manager, NABC™ F.R.E.E. ™

Katie Pharr, Strategic Projects Manager

Debby Robinson, Victory Management Group

**Board of Directors:**

*See attached attendance sheet:*

Kristle Bollans

Debbie Teter

Clint Marlow

Randy Wittig

Kevin Creegan

Gerry Poirier

Brian Driehorst

Luke Harris

Bill Mayer

Arlo Johnson

**Absent:**

Keith Bell

Domenic Brusco

Michael Jordan

Gene Lopez

Anthony Natale

**Past Presidents:**

George Avery

Stacy Bartnik

Chuck Sulkala

**Guests:**

Matt Immerfall

Matt Philbin

**An NABC BOD Quorum was Present**

**PLEASE SEE ATTACHED AGENDA FOR THIS MEETING**

**WELCOME & ANTI-TRUST STATEMENT –** *Darren Huggins*

* Meeting was called to order by Chairman Huggins
* The Anti-Trust Statement was recognizedand read by Chairman Huggins

Introductions were made followed by reading of the National Auto Body Council Vision Statement and Mission Statement.

**Vision Statement:**

Automotive collision repairers are admired professionals.

**Mission Statement:**

To develop, implement and promote community-based initiatives that exemplify the professionalism and integrity of the collision repair industry

Chairman Huggins welcomed all and acknowledges the newest member to the NABC Board, Kristle Bollans from Hertz.

**Approval of Minutes –** *Doug Schlueter*

* + Dallas Board Meeting 2019

Minutes were reviewed and a motion was made by Barry Barbee, seconded by Stacy Bartnik and approved unanimously to accept the Minutes of the meeting presented.

**Chairman’s Views and Perspective - Darren Huggins**

Chairman Huggins shared his positive feedback on the NJ Pars for Cars fundraiser and thanked Keith Eagan for his leadership of the event over the past five years. He also thanked the Fundraising Committee for their efforts in the event. In addition, he recognized the Find Pigtails leadership for their contributions to the NABC Recycled Rides giftings, as well as Hertz and GEICO and the NABC Recycled Rides Committee.

There was discussion of the 2020 fundraisers and the upcoming Palm Springs event in January 2020.

Chairman Huggins shared the plans for the 2019 SEMA Show as the NABC’s premier event with the presentation of five NABC Recycled Rides at the annual luncheon. He encouraged the attending board members to get the word out about the event to ensure a good turnout.

Chairman Huggins acknowledged all Committee Chairs and Co-Chairs for their leadership. He encouraged the attendees to look for the next wave of leaders on these committees as some would be will roll off the Board or may have different roles within their professional/paid life and changes will occur. He sighted the fact that we don’t want to lose the momentum gained in last year and keep that trend on an upswing for years to come. He asked that the next generation of leaders either step up or be identified and that a mentoring process begin. We must continue to lead in all aspects on behalf of our entire industry.

The next discussion was the need for cars to fulfill the NABC Recycled Rides demand and opportunity. Huggins encouraged all board members to help with their contacts to get cars donated to the program. He applauded the achievements of the team in reaching the goal of 400 cars per year, but stressed the importance of keeping the pipeline full of car donations from a variety of sources.

He then recognized Elizabeth Clark for her service on the board and many contributions. He also recognized Bill Mayer for his long-term service and leadership.

**Treasurer’s Report –** *Elizabeth Clark*

*See attached email from Elizabeth on financials*

The reconciliation was not available for presentation due to some variances between membership renewal and revenue from the management company. Ms. Clark provided highlights of the financial review instead.

For 2019, NABC is ahead on revenue by $127,000 and has underspent on the expense budget by $21,000. Net income for this month is $148,000. The NABC current checking account balance is $234,000 and the reserve account balance is $201,000. The budget overage is due to an additional golf fundraiser that wasn’t in the original budget and improved expense management.

The Finance Committee will have new leadership with Brian Driehorst, and will evaluate options for moving funds from checking into the reserve account based on financial projections.

The efforts of Arlo Johnson on forecasting for the budget and Katie Pharr on reconciliation were recognized. Board members and committee leads were reminded to turn in their budgets for 2020 in the coming weeks.

No motion to approve the report since it wasn’t provided.

**President’s Report & Comments –** *Bill Garoutte*

*See attached outline:*

President and CEO Bill Garoutte provided a recap of the activities of the committees and the positive momentum of each. He shared that the challenges continue to be the website, but that there was a plan for addressing that. He also shared the news of the new trademark and registration mark for the NABC programs.

Garoutte provided an update on the Salsa integration and the positive results of using the platform for membership, financial tracking and outbound communication, as well as an update on the refreshed bylaws under review.

From a fundraising perspective, Garoutte shared the options for a sponsorship package for all of the golf events to make it more efficient for sponsors to support all of the events with one payment.

Also discussed was the replacement for services provided by AEG for accounting and management. Garoutte expressed that an alternative was being reviewed.

**Committee Presentations –** *Keith Egan &* *Committee Co-Chairs*

* NABC™ Distracted Driving Initiative™ (*see attached presentation*)
* Discussion of exploring new opportunities with the distracted driving program or potentially another program
* NABC™ Recycled Rides® (*see attached presentation*)
* NABC™ Recycled Rides® for Schools (*no updates*)
* NABC™ F.R.E.E.™ (*see attached presentation)*

**Committee Presentations –** Kerry Angers & *Committee Co-Chairs*

* Membership (*see attached presentation*)
* Fundraising (*see attached presentation*)
* Awards
* Marketing (*see attached presentation*)
* **Clint Marlow made the motion to approve the new logo designs, and it was seconded by Gerald Poirier. Motion was unanimously approved.**

**Old Business:**

* Website elements are still a process under review
* AEG oversees website currently and the details shared for website updates in February are complete to the best of their abilities

**New Business**

* Need for cars is a theme throughout the presentations
* Opportunity for more formal relationship with 1.800.Charity Cars will be explored
* Concerns of building money vs. building organization/structure
* Discussion of having only three fundraising events in the future
* Awareness is a priority through the regional golf events and marketing
* More involvement outside our current committees with our partner companies
* Committee Recruitment to the membership with a list of current committees through a Press Release
* Market Champions for Fundraising
* ROADMAP as a Marketing tool for NABC
* Explore opportunity to host a NABC Recycled Rides or NABC F.R.E.E. event at every major industry or MSO event
* Ongoing discussion of hosting Hall of Eagles presentation at NABC Recycled Rides luncheon – board determined to move forward

**Any “Parking Lot” Items**

None

**Open Board Meeting Adjournment**

Darren Huggins made motion to end Open Meeting and Clint Marlow seconded. Motion passed unanimously

**In Executive Session:**

TBD