



**YEAR-END MEETING**  
**AGENDA**  
**10:30 a.m.**  
**NOVEMBER 27, 2012**

Board of Officers Present:

Mary Kay Sullivan	President
Kristi Key	1 <sup>st</sup> Vice President
Joseph McMillan	2 <sup>nd</sup> Vice President
Gary "Bud" Gray	Secretary
Steven Harrison	Treasurer
Carl Jacobs	Frequency Advisor Member

Members Present:

Brianna Fields	Benton County O.E.C.
Carla Holcroft	Washington County Sheriff's Office
Greshin Grayson	Conway Police Department
Brian Edwards	Conway Police Department
Penny Rubow	AWIN
Jeff Turner	Sebastian County
Kim Waring	Van Buren County 911
Kimberly Manville	Van Buren County 911
Renee Hoover	AR ETS
Lisa Mitchell	Marion County 911 (NENA)
David Carter	AT&T
Tammie Shipp	NENA

- I. Call to Order
  - a. Meeting called to order by President Mary Kay Sullivan at 10:44 am
  
- II. Board Roll Call
  - a. Mary Kay Sullivan, President – Present
  - b. Kristi Key, 1<sup>st</sup> Vice President – Present
  - c. Joseph McMillan, 2<sup>nd</sup> Vice President – Present
  - d. Gary "Bud" Gray, Secretary – Present
  - e. Steve Harrison, Treasurer – Present
  - f. Joshua Billis, Executive Council Member – Not present
  - g. Mike Smith, Commercial Advisory Member – Not present
  - h. Carl Jacobs, Frequency Advisor Member – Present
  - i. Joshua Billis, Immediate Past President – Not present
  
- III. Old Business
  - a. Update on 2013 State Conference – Brianna Fields, Conference Chair
    - i. Confirmed dates are locked in for April 14<sup>th</sup> – April 17<sup>th</sup>, 2012

- ii. Room rates have been confirmed as the same as last year at \$89 per night at government rate
    - iii. Possibly having a Sunday night event, not confirmed at this time
- IV. New Business
  - a. Proposed site for 2014 State Conference – Brianna Fields, Conference Chair & Mary Kay Sullivan, President
    - i. Brianna & Mary Kay are proposing the 2014 Conference Location be in Eureka Springs
    - ii. Brianna & Mary Kay had a meeting with Jodie English, coordinator for The Crescent & Basin hotels in Eureka. Jodie would be our contact to coordinate locating the 2014 conference in the Crescent/Basin hotels in Eureka Springs.
    - iii. Jodie proposed verbally that The Basin would be blocked off completely for the purpose of our conference. They have rooms also blocked off at the Crescent. Two classrooms, vendor room, foyer and “lounge” area at The Basin would be blocked off for APCO/NENA conference use without charge.
    - iv. The only things money would be spent on would be the Eureka Springs City Auditorium (price would be negotiated by Jodie for us), food for the day time and Dinner/Banquet event at the Crescent Crystal Ballroom.
    - v. A cottage at the Crescent would be blocked off for the use a “hospitality” room so that it would not disturb those who did not wish to hear the noise.
    - vi. The Crescent and Basin have 2 shuttles that would be used only for conference attendees between the two hotels and for those that cannot walk to the Auditorium.
    - vii. Mary Kay asked for a motion to approve the proposal
    - viii. Kristi Key motioned to approve the 2014 Conference location of Eureka Springs
    - ix. Lisa Mitchell seconded the motion
    - x. All in favor with no opposing votes.
    - xi. Confirmed 2014 Conference will be in Eureka Springs
  - b. Proposed By-Law Changes – Gary “Bud” Gray
    - i. The first of the proposed by-law changes include changing the Frequency Advisory member from an Elected Position to an appointed position and changing the length of term from two years to three years. The changes also state that the position will not be elected by the majority of Membership Quorum.
      - 1. Current Frequency Advisor Carl Jacobs was present and stated that the AFC will not allow the change in by-laws. Carl stated that it is a permanent position selected at the National level.
      - 2. Carl also stated that Farokh Latif is the Director of the AFC and would not allow these proposed changes to occur.
      - 3. Carl state that the local level can recommend someone for the position of Frequency Advisory Member to the AFC, but the ultimate decision for appointment rests at the national level.
      - 4. Motion was made to table the Frequency Advisor Member proposed changes for further investigation and information by Steve Harrison, Treasurer.
      - 5. Carla Holcroft seconded the motion.
      - 6. All in favor, no opposing at 11:13 am.
    - ii. The second part of proposed by-law changes are in reference to the Commercial Advisory Member. Currently the by-laws read that the Commercial Advisory Member must live in the state of Arkansas. Proposed changes are that the Commercial Advisory Member does not have to reside

in Arkansas, but must possess a valid Arkansas Chapter APCO membership and shall be a commercial representative.

1. Kristi stated that she was okay with the changes; however the wording needed to be moved around so that it read more clearly.
2. Currently there are not a lot of commercial members within the state to support this position
3. Steve questioned should they live in the state or not.
4. Penny pointed out that it could be a downfall to change this to not support and use Arkansas located persons.
5. It was also noted that down the road this could also serve as a problem if someone was to run/be nominated out of the state and did not fulfill the position due to the distance.
6. Jeff Turner made the motion that we table the proposed changes until they have been rewritten as Kristi suggested.
7. Kristi seconded the motion.
8. All in favor, no opposing.

V. Other Business/Announcement

a. Treasurer Report – Steve Harrison, Treasurer

- i. Attached is the AR APCO Accounting Report 10/15/11 - 10/15/12 presented at the meeting.
- ii. Total APCO Balance as of 10/15/2012 is listed as 26,339.98
- iii. Steve moved \$10,000 from the PayPal account to the APCO Checking account
- iv. Cost of 2012 Conference was significantly less than in previous years which helped with the yearly budget.
- v. AR APCO is now a 501(C)(6) Corporation.
- vi. Bud motioned to approve the Treasurers Budget Report
- vii. Kristi seconded the motion
- viii. All in favor, no opposing

b. Training and Resources – Kristi Key, 2<sup>nd</sup> Vice President

- i. Kristi wanted to remind everyone that within PSConnect there is an Arkansas APCO Community. Within the community there is a library of resources. Kristi has used this to upload training classes that anyone in the state can you, training documents and other resources to share amongst the state.
- ii. You do not have to be an APCO member to use PSConnect.

c. Add in: NENA Report by Lisa Mitchell, NENA President

- i. Currently have 29 NENA members in Arkansas
- ii. Current NENA Budget is at \$2,690.
- iii. NENA is currently looking for someone to step into the 2<sup>nd</sup> Vice President Role. There were a few who had mentioned interest in it at the 2012 conference however no one currently speaking of the position.
- iv. NENA Website should be updated soon, as they have a new hire within Yellville who can work on the website.
- v. If anyone needs to contact the NENA President, Lisa can be reached via email at [mc911@yellville.net](mailto:mc911@yellville.net)

VI. Next Business Meeting

- a. Wednesday April 17<sup>th</sup>, 2013 at the APCO/NENA State Conference in Little Rock, Ar

VII. Adjournment

- a. Gary “Bud” Gray motioned to adjourn the meeting at 11:47 am.
- b. Joseph seconded the motion
- c. All in favor
- d. Meeting adjourned at 11:47 am on Tuesday November 27, 2012.

