

INTERNATIONAL COMANCHE FLYER FOUNDATION

Board of Directors Meeting

November 5, 2011

Troy, Missouri

President Lorne Harmon called the meeting to order at 5:00 pm, immediately following the International Comanche Society (ICS) meeting at ICS member Pat Donovan's home in Troy, Missouri. Roll call confirmed the following Board members present:

<u>Officers:</u>	President	Lorne Harmon
	Secretary	Sally Williams (via Skype)
	Treasurer	Shirley Nelson
	Trustee/Board of Director	Dennis Springer (via Skype)

(Acting Secretary - Peggy Harmon)

President's Opening Remarks:

Welcomed all; stated the CPPP program is doing very well; then proceeded with the agenda.

OLD BUSINESS

Minutes of the Previous Meeting:

Lorne asked for approval of the Minutes from the Savannah, GA, August 30, 2011, meeting, as distributed via email. There were no additions or corrections.

MOTION - Sally Williams made a motion to approve these minutes; Shirley Nelson seconded; motion carried unanimously.

Treasurer's Report:

Shirley Nelson: Just finished getting the year 2010 on QuickBooks. We had \$11,585 in income for the year. Had to go back and put everything on from the beginning and now thinks all is ready to go to the accountant. For 2011, CPPP is really going well. This year we had two programs and one Comanche Pilot Service Program. May have to look at whether we are making too much money. We are paying the instructors for room, meals, and travel expenses. Will email Sally Williams and Dennis Springer copies of her preliminary report.

2010 CPPP: \$33,000 income; expenses (\$1,200 insurance; \$9,300 instructor fees and \$13,475 for travel, lodging, meals and printing) = \$9,033.96 profit. Shirley said she could tell what expenses were in 2010, but not in 2011.

Expense Guidelines

Lorne explained that he and Shirley had worked up some expense guidelines for all CFF seminars and asked for Board review and comments.

Item #1 All officers approved.

Item #2 All officers approved. Comments: Sally - as long as receipts provided and no alcohol included.

Item #3 After much discussion, all officers approved.

Item #4 Approved by all.

Item #5 After much discussion, all officers approved.

Lorne wished to note that in conversations with Vice President Karl Hipp, that Karl felt that the guidelines were too generous. In addition, Friedrich Rehkopf believed that we needed to deal with lodging, and consequently it was agreed that the words "and lodging" would be inserted in #2 after the word "meals".

Lorne asked for approval of the Expense Guidelines with the corrections as noted.

COMANCHE FLYER FOUNDATION (CFF) EXPENSE REIMBURSEMENT RULES

1. Travel for a pre-approved presenter will be reimbursed at the rate of consumption of gas for a private plane **or** coach class airline travel, which ticket was purchased at least two weeks prior to the scheduled travel, whichever is least, with receipts to be provided. If a presenter should drive to the event, the reimbursement rate per mile will be that used by the Federal Government, subject to above limitations.
2. The cost of meals and lodging will be reimbursed for approved presenters with itemized receipts. Participant meals will not be reimburseable unless prior authorization is given by the CFF president. No reimbursement for alcoholic drinks.
3. Rental car use will be reimbursed per receipt, providing the car rented shall be no larger than of intermediate size (unless a van is rented for movement of participants), and all rental vehicles to be properly fueled before being returned. Fuel receipts must be provided.
4. Costs for any materials used for any training seminar will be reimbursed per receipts. All materials used must be pre-approved by the CFF President.
5. A presenter may be paid up to \$300 for each day of their professional services offered. Travel days are excluded.

MOTION - Sally Williams so moved; Dennis Springer seconded; motion carried unanimously.

It was agreed that these rules would be forwarded to any Tribe Chief requesting reimbursement from CFF.

NEW BUSINESS

Lorne asked for any new business -- there was none.

Lorne read an email he received from Trustee Monica Rehkopf. In essence, the email stated that the European Tribe no longer sought to have a CPPP program sponsored in Europe. Monica indicated that it was now their intention to send a European tribe member to the U.S.A. to attend a CPPP program.

Lorne said he would like everyone to be thinking about the profit from CPPP. The idea of making a profit makes the program more expensive; maybe we should not be making a profit. Need comments. Sally: we have to be careful as a 501.C3 organization; it might be a question of perhaps reducing the total price, but still maintain profit to fund ourselves...but be careful about profit. Shirley: We have to have 33% over and above from the public other than that received in donations...so far we're fine. Sally: I don't know how you can predict profit in the future on CPPP...maybe something to take into consideration in the future. Dennis: I had to take two runs at a CPPP function to make it happen...the members are accepting of the cost of ground school, but the flying portion is where the problem is created...if we are wanting to reduce the cost of it, it would be positive I think to reduce the flying. Shirley: I think we need to make some profit, but we are making more than we need to right now...on larger ones we are making lots of profit. Don Nelson agreed with the thought that we would like to see it made available to more people by reducing the cost...I thought the opposite on the ground school ... more valuable than the flying...overall, I would like to see it made more available. Pat Donovan: Thinks this is more an individual thinking than cost...some are intimidated about the flying as maybe an embarrassment...when I went through it, it was desirable. Lorne: I know that the CPPP instructors are proud of making profit, but I think that you all should think about firmer numbers, and we'll bring it up at the Spring meeting...so think about numbers if you think it should be reduced.

There being no further business, Lorne called for a motion to adjourn.

MOTION - Sally Williams so moved; Dennis Springer seconded; motion carried unanimously.

Respectfully submitted,
Peggy Harmon
Acting Secretary in place of Sally Williams on Skype