

IOWA CHAPTER BMW CCA

**Minutes of Meeting
Board of Directors**

**Saturday, December 9, 2000
Brennan Residence – 3:00 p.m.**

Members Present: Dave Brennan, Fred Bell, Doug Wittkowski, Dana Schrader, Martha Wittkowski, Tom Clark, Jason Smith, Jay Read

Call to Order – The meeting was called to order by President Dave.

I. Annual Meeting Update

M Wittkowski reviewed the annual meeting plans. We have already received several reservations. D. Wittkowski informed everyone that Tom Salkowsky, the M Brand Manager will be our guest speaker. Doug will be responsible for corresponding with Mr. Salkowsky.

Discussion was held regarding the three dealers in Iowa and how they should be approached regarding their involvement in the Annual Meeting. It was the consensus of the group that each dealer should receive a personalized letter that invites them to the Annual Meeting, solicits door prizes and give them the opportunity to speak to the group (five minutes). Many door prizes have already been secured by Dave B and Doug W. Special flier to members will be mailed on approx. December 15, 2000.

II. Digital Camera

D. Wittkowski has spoken to club member Dave Johnson (who owns a photography and camera store) and informed the Board that he is willing to give the club a real good deal on a digital camera. Since we do not have to pay for a speaker, Doug questioned the Board as to if we were ready to purchase.

MOTION(M Wittkowski/Bell) to authorize D Wittkowski to purchase a digital camera and authorize a maximum of \$900 on the expenditure. **MOTION CARRIED.**

III. Treasurers Report

Bell reviewed the Balance Sheet and Cash Flow reports as of 11/30/00 that he e-mailed to the members of the Board. Fred stated that our monthly rebate from national is now over \$400 per month. M. Wittkowski indicated that in January she will submit the postage and printing reimbursement requests along with the Incentive Program reimbursement request to the national office. She will forward the financial forms to Bell for completion and mail in all the required reports to the national office.

MOTION(Wittkowski/Smith) to approve financial report as presented. **MOTION CARRIED.**

President Dave indicated that he sent Holiday Party invitations out to members within a 150 mile radius. It was noted that the Brennans had graciously agreed to pay the caterer for anything over \$200. Given the fact that Dave incurred addition cost for the postage:

MOTION(D Wittkowski/Smith)to approve reimbursing Dave Brennan for postage to mail out Holiday Party invitation and to pay for \$200 of the food cost for the Holiday Party. **MOTION CARRIED.**

IV. MEMBER RETENTION

Jay Read indicated that it is important to try and get the new members to participate and feel welcomed at our events. Need to make sure that we are offering appropriate activities that members want to participate in. Discussion was held regarding how to welcome new members. Tom Clark informed the Board about how the North Star chapter welcomed him. We have been relying on EMC to give a welcome letter to the individuals they are purchasing memberships for but we know that is not always done and we do have individuals join on their own. It was the consensus of the Board that we

should be sending the welcome letter to new members. Jason Smith has agreed to take care of this. M. Wittkowski will send him a listing each time we receive new member notification from the national office. She will also forward him a copy of the new member letter that we had been providing to EMC. Perhaps the back of this letter should include upcoming events etc. D. Wittkowski will include a member survey in the March issue of the newsletter.

V. Logo

D. Wittkowski informed the Board that several logo designs had been received and that it was critical to select one ASAP. Doug and Jay Read will review the logo designs submitted and bring 2-3 "legal" logos to the next Board meeting and the Board will vote.

VI. Next Meeting

The next Board Meeting will be held at 10:00 am. on January 6, 2001. The meeting will be held in Cedar Rapids at Jason Smiths office, 225 Second Street, 5th Floor, Cedar Rapids. He will e-mail directions to everyone.

There being no further business the meeting adjourned at 4:00 p.m.

Respectfully Submitted,

Martha H. Wittkowski
Secretary