



Minutes of the Springbrook National Users Group Board of Directors Meeting

July 27, 2016 | 7:30 am (PST)

The meeting of the Springbrook National Users Group (SNUG) Board of Directors was called to order on July 27, 2016 at 7:39 am Pacific Time by President Julie Interrante. Other board members present were Hubert Wenzel, Heidi Bova, Sean Tran and Stacey Barrett (staff).

Approval of Consent Agenda/Additional Agenda Items

President Interrante requested if there were any changes to the agenda previously emailed out to the board for the meeting.

- Approval of June 9, 2016 Board Meeting Minutes
- Approval June 2016 Month End Financial Statement

A motion and second was made to approve the consent agenda as presented. The motion was unanimously approved.

Source Code

Interrante reported that she will sign the amendment to the original Source Code agreement and send it to Accela. Barrett reported that she researched the issue of office location included in the amendment and that we do not need to update the amendment.

Conference

Interrante inquired if all board members have made their travel arrangements for the Accela Conference. She requested that once they are made to send their reimbursement request to Barrett. Interrante also noted that \$17,000 will need to be transferred from the Wells Fargo CD to SNUG checking account to cover board expenses.

A motion and second was made to approve transferring \$17,000 to the SNUG checking account to cover board expenses. The motion was unanimously approved.

Interrante reported that the SNUG Annual Meeting is scheduled for Wednesday, August 24th from 3:45 – 4:45 pm. Barrett will send out a meeting notice. The Board requested the following be included in the meeting's agenda:

1. Direction of SNUG
2. Open discussion regarding frustrations with the merger
3. Membership survey results
4. Source Code victory

5. Board of Directors Vote
6. Bylaw changes vote
7. Introduction of board

Accela/Springbrook Software

A discussion ensued regarding several emails about Accela customer service. The board requested that Barrett send out a customer service survey to include the following topics:

1. Outstanding tickets with submission dates
2. Is there particular issues you are facing?
3. Longest ticket still not completed.
4. Are you going to the conference

SNUG Bylaws

Barrett will email board the bylaw changes prior to the Annual Meeting.

There was no additional old business and no new business.

The next meeting will be August 23, 2016 - time to be determined.

The meeting adjourned at 8:08 am.

Respectfully submitted,



Stacey Barrett
SNUG Association Manager