



Minutes of the Springbrook National Users Group Board of Directors Meeting

May 4, 2015

The meeting of the Springbrook National Users Group (SNUG) Board of Directors was called to order on May 4, 2015 at 2:08 am Pacific Time by President Pam Arends-King . Other board members present were Julie Interrante and Rhetta Hogan. Also present was Stacey Barrett from Update Management.

Guests: Hubert Wenzel, Arthur V. Martinez (via conference call), Janet Peterson, Steve Rementeria, Ida Taylor, Anne Macoretta and Debbie Gretz.

Approval of April 14, 2015 Board Meeting Minutes: After review of the previous meetings minutes, a motion was made to accept the April 14, 2015 board minutes as presented. The motion was seconded and unanimously approved.

March 2015 Month End Financial Statement: Hogan presented the financial report as of April 30, 2015.

A motion was made to accept the April 30, 2015 month end financial report as presented. The motion was seconded and unanimously approved.

2015 SNUG Board Nominations: Arends-King reported 2 director positions are open for election and 2 open for appointment by board. Election will take place on Wednesday, May 6th at the Annual Meeting.

Listserv

No report.

Newsletter

Board discussed having the newsletter emailed out quarterly. Discussion tabled till June meeting.

Membership

Interrante requested that Springbrook Software send the SNUG office the contact information for new software clients. SNUG staff will follow up for membership application information.

Board discussed who most members do not know the benefits of belonging. The board requested staff to restructure the welcome and renewal letter to include more benefit information along with the new features of the website.

Interrante suggested that SNUG accounting department put Attn: Accounts Payable on the renewal notices. Since there is a lot of turnover, this option may help with renewal of dues.

Website: Arends-King reported that the new website is live. Any suggestions or corrections should go directly to Stacey at the SNUG office.

Springbrook Software Discussion

Peterson suggested having a SNUG board member is a designated liaison between SNUG and Springbrook Software. Board agreed. Position will be filled on Friday, May 8th.

There was no additional old business and no new business.

The next meeting will be June 9, 2015 at Springbrook Software.

The meeting adjourned at 3:09 pm.

Respectfully submitted,



Stacey Barrett
SNUG Association Manager

Springbrook Software Discussion Key points

1. Accela will have a community forum on their website. SNUG will continue discussion with Springbrook and Accela regarding how the two sites can work together.
2. Peterson will create a list of Springbrook clients that are not members of SNUG. List will be used for membership promotion.
3. Rementeria indicated there will be little change to Springbrook's staff once the merger is complete.
4. The Springbrook conference may have changes. The other software groups that are merging have their own conference and one day seminars. Rementeria stated that the changes will be forthcoming but they are not sure what they will be yet.
5. The procedure for new software clients and membership with SNUG will remain the same.
6. SNUG will still have the source code benefit. Rementeria indicated that the contract will need to be re-drawn. He will contact SNUG staff when complete.
7. Client contracts will remain the same.
8. Updating SNUG to include all user groups. Board will discuss at the next meeting.
9. Rementeria stated that he does not know what the company name or branding will be at this point. He indicated a name change within the year. Interrante requested that he give SNUG notification in advance so SNUG can start the process of updating name, financial information and bylaws.