**DRAFT MINUTES**

**Funeral Consumers Alliance
Board of Trustees Meeting Minutes
7 pm Eastern Time, April 19, 2018**

Members present: Holly Gilbert, Marcy Klein, Phil Olson, Alison Rector, Josh Slocum, Karen Smith and Nancy Petersen

Also present: Ruth Bennett

Absent: John Abraham, John Lantz

Meeting called to order at 7 p.m.

**I. Governance**

a. Approve minutes of February 18, 2018, teleconference
Minutes approved

b. Report (if ready and available) on board of trustees vote—Alison Rector

*Thirty envelopes received. Ballots will be counted this weekend. Alison will let board and staff know via email on Sunday or Monday.* **II. Finances and Fundraising**

a. First quarter 2018 Income v Expense and Balance Sheets
*Josh notes that conference expenses will be noted separately and as of right now, there are none.*

**III. Conference Update**

a. Underwriting template with request to each board member to secure sponsors for conference
Every board member needs to secure at least one sponsor.
Josh will create a spreadsheet on sponsors

b. Memo on sponsorship guidelines and ethics—Josh Slocum

b. Program finalization—Josh Slocum
*Waiting to tie down panelists for discussion on home funerals/NY state law.*

*Exploring options and will check in with Rochester affiliate.*

*Marcy will do some research. The goal is to find an administrator type in lieu of someone from FD association.*

*Marcy working on press release and flyer. Previewed movie “Obit,” and thought it was great. Other board members will review.

Nancy suggests 50/50 raffle as it’s simple.

Marcy will look into law on raffles.*

*Karen suggests baskets. An FCA basket with “Five Wishes,” pro-bono obit etc …*

c. (Contemplate questions you have for Josh and use this time for those. I did not include a report on attendance figures because that’s not helpful or final information at this stage, but I can and will answer questions you may have).

**IV. Affiliates**

a. FCA of NW Ohio (Toledo) has folded—Josh Slocum
*Not much to rescue.*

 b. Report on contact with Oregon Memorial Association—Ruth Bennett

*Ruth had a conversation with office manager. They have new board members. They would welcome a letter with an offer of partnership to re-establish relationship.*

*Ruth will continue talking to them.*

**V. Date and time of next video conference/meeting**

*Josh stresses that conference sponsorships are most important at this point.
No teleconference necessary before June conference.*

*Meeting adjourned at 7:28 p.m.*