

Motion Number 20150310

Name	Maker	Second	Aye	Nay	Abstain
Hanavan	X		X		
Bird		X	X		
Murphy			X		
Cunliffe			X		
Boston			X		
Brunz			X		
Tawes			X		

Title: Amendment to Check Writing Procedures

Text of Motion:

I move to revise the check writing procedures as follows:

All expenditures on behalf of the Association require prior approval, as follows: Checks under \$500, two Board members who have signature authority. Checks of \$500 and above require a motion of the Board. Expenditures for printing and mailing two newsletters and reunion flyer are excluded from the requirement for a Board motion, provided that each does not exceed \$1800.

Rationale or explanation:

This is a routine expenditure and voting on it represents a pro forma action that really does not represent a decision that requires a vote. The amount of \$1800 represents a historical average adjusted to cover expected inflation increases. The Board must agree on changing the policy.

See attached historical costs.

Vote Result: Carried 11 March 2015.

Cost Analysis of Publishing C-7A Newsletter

Newsletter Issue	22-2 Nov 2011	23-1 Jun 2012	22-R Jul 2012	23-2 Nov 2012	24-1 May 2013	24-R Jul 2013	24-2 Dec 2013	25-1 Apr 2014	25-R Jul 2014	25-2 Dec 2014
Number of pages	28	28	4	28	28	4	28	28	4	28
Copies Printed	860	880	1500	860	850	1520	865	875	1075	855
Copies Mailed	849	864	1483	849	840	1505	855	865	1075	847
Postage Class	Exempt	Exempt	First	Exempt	Exempt	Exempt	Exempt	Exempt	Exempt	Exempt
Per Piece Postage Cost	\$0.34	\$0.34				\$0.41	\$0.35	\$0.38	\$0.38	\$0.38
Total Postage Cost	\$289.05	\$295.18		\$295.18		\$609.86	\$298.25	\$328.41	\$656.99	\$320.08
Mail Handling Cost	\$194.80	\$197.80		\$197.80		\$446.30	\$212.25	\$214.25	\$448.38	\$224.40
Cost of Handling & Postage	\$483.85	\$492.98	\$847.86	\$492.98	487.73	\$1,056.16	\$510.50	\$542.66	\$1,105.37	\$544.48
Total Cost of Printing	\$1,025.09	\$1,048.90	\$257.99	\$1,025.09	\$1,013.16	\$262.18	\$1,031.03	\$1,042.86	\$260.44	\$1,018.93
Per Piece Printing Cost	\$1.19	\$1.19	\$0.17	\$1.19	\$1.19	\$0.17	\$1.19	\$1.19	\$0.24	\$1.19
Total Cost to Print & Mail	\$1,508.94	\$1,541.88	\$1,105.85	\$1,518.07	\$1,500.89	\$1,318.34	\$1,541.53	\$1,585.52	\$1,365.81	\$1,563.41
Cost to Print and Mail Each Newsletter	\$1.78	\$1.78	\$0.75	\$1.79	\$1.79	\$0.88	\$1.80	\$1.83	\$1.27	\$1.85