

FPUSA 2017 Board of Directors

July 2017 Agenda

Approval of June 2017 minutes

Please review the attached PDF [FPUSA_Minutes_June2017.pdf]

Business

Item 1–Update: Internal Controls Analysis

Note: This is a disclosure to the board in the name of full transparency, and not intended to revisit the issue which resulted in the carried motion (July 2 vote). Please see the attached document [Notification_ICA.PDF]

Item 2– Review of FPUSA Policy Regarding Penalties for International Teams

Note: The penalties are stated in the FPUSA Bylaws, Article VIII-F. Any revisions that result from this agenda item will be subject to Article VII-2 of the Constitution (2/3 majority). Shannon Bowman will present her recommendations for discussion on July 21st.

Item 3– Ad Hoc Promotional Budget for 2017

Dan Feaster will have a draft ad hoc budget document ready for review on July 26th. If there is time during this July meeting, we will begin discussion. Otherwise we will postpone to August.

Notificaton to FPUSA Board re Internal Controls Analysis

We have decided to approach the project based on the following key points:

- Treasurer Joe Martin resides in the Portland metro area.
- Use an accountant in the Portland, OR metro area to make any necessary meetings with our Treasurer logistically practical.
- FPUSA board member Steve Walker, also located in Portland, will act as liaison with the accountant and coordinate the process on behalf of the board. Steve's work experience makes him well qualified to help in this way.

We are moving forward, albeit behind schedule with the Internal Controls Analysis. Our Board Secretary, Dan Feaster, was able to arrange a proposal and letter of engagement from FPUSA member Aaron Baughn, a corporate accountant who works in Vancouver, WA. Upon review of his qualifications, Mr. Baughn has an impressive CV and we believe he is fully qualified to do a good job.

Due to his move from independent practice into corporate accounting, Mr. Baughn has allowed his CPA license to lapse, as it is not required in his current job capacity. We feel this should be made clear to the board.

Mr. Baughn has offered a very generous discount on the cost of his services; therefore, we are inclined to give his proposal the inside track for the task.

In order to be thorough in our choice of accountant, we have requested an engagement letter from a second accountant, a currently licensed CPA, William Lawrence, who Steve Walker has interviewed based on his background and experience in working with smaller 501 (c)(3) organizations.

We expect to make our choice within the next few days and get the project underway.