



July 25, 2018  
5:45pm to 6:00pm

# Board Meeting Minutes

---

## APSE MO- Board Meeting Minutes – 7/25/18

*Board Member Attendees:* Judy Grainger, Duane Shumate, Jackie Royer, Chaz Nickolaus, Deb Brock, Heather Parnell, Missy Johns, Ryan Gee, Ed Thomas, Jessica Mahon, Kim Anderson, Andrea Swope, Richard Coleman

*Ex Officio Attendees:* Nancy Nickolaus, Wendy Hayes

*Adjoin:* 5:44pm

*Vote for Slate of Officers:* Judy Grainger

- Results:
  - o President- Duane Shumate
  - o President Elect- Chaz Nickolaus
  - o Secretary- Heather Parnell
  - o Treasurer- Missy Johns
  - o Past President- Judy Grainger

*Appointment of Board Member:* Judy Grainger

- There were a total of 6 vacancies, 7 were filled via election.
- Motion to appoint Elizabeth Perkins, MO DVR. Discussion was had after motion was made.
  - o Moved: Duane / Second: Missy / Vote: Passed

*Request for Refund Policy Exception:* Judy Grainger

- An organization double booked a staff person and asked to cancel a registration as of Monday evening.
  - o APSE MO policy- as published on the website and event pages- states that cancellations must occur at least 1 week prior to the event for any level of refund. This was less than 48 hours prior to the event.
  - o APSE MO policy DOES allow for substitutions of staff, which was offered and declined by the organization making the request.
  - o The organization had not yet paid and was being invoiced for all other attendees. Per the policy, APSE Mo would invoice for the non-attendee, as well.
- Motion to adhere to APSE MO policy
  - o Moved: Missy / Second: Andrea / Vote: Passed

*Adjourn:* 6pm

Approved Sept 25, 2018