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The Ombudsman Association board of directors
minutes

1992-1994

THE OMBUDSMAN ASSOCIATION
Minutes - Board of Directors
Cincinnati, Ohio
May 11, 1992

MARY P. HOWE
Special Assistant to the President
6/30/92

Present: Bolden, Buckler, Duquet, Garcia, Herbert, Montgomery, Murphy, Newcomb-Briggs, Riley, Rowe, Simon, Thurman

The meeting was called to order by President Vincent Riley at 12:40 P.M.

JANUARY 14, 1992 CONFERENCE CALL

The Board accepted as written the minutes of the January 14, 1992 conference call.

SHORT ITEMS

- The Board expressed special thanks to Kay Buckler and the Program Committee for this years conference.
- The Board discussed the agenda for the Annual Membership Meeting which will be held during the conference.
- Mary Simon indicated she has completed the Board handbook and will distribute to Board members at the next meeting.

EXECUTIVE OFFICER'S REPORT

- Gene Herbert presented the Association's Financial Statement covering the period January 1, 1992 - April 30, 1992. (see attached) Bank balance after the conference is estimated to be approximately \$42,000.
- The Board requested that future statements contain a more detailed breakdown particularly as it relates to Association expenses.
- Gene indicated he plans a full audit of the Association's books after Ombudsman 101 in September 1992. After that audit, the President of the Association will determine the timing of spot audits in the future.
- Gene reviewed the duties of the Association's Administrative Assistant. The Board agreed to renew the contract for the individual to cover the period June 1, 1992 to May 30, 1993 and to increase compensation from \$150/month to \$200/month.

INFORMATION COMMITTEE

The Board discussed the large number of requests for information that the Association gets constantly and the necessity that this information be kept up to date. At the conclusion of the discussion the Board decided to formulate an Information Committee which would make recommendations to the Board in this area. The Committee would be comprised of:

Carol Trocchio
Mary Simon
Tom Bolden

Walter Mullins
Mary Rowe

THE OMBUDSMAN 101

The Board discussed Ombudsman 101 which is scheduled in the Washington, D.C. area Tuesday thru Thursday, July 28, 29, & 30. The program was reviewed and accepted; however, it was suggested that Tom Bolden be asked to do a session on "Multicultural Awareness & Diversity". The Program Committee for this session will be comprised of Mary Simon, Mary Rowe and Lou Garcia.

REPORT OF THE THE AD HOC COMMITTEE ON SUBSIDIES

Lou Garcia and Dawn Duquet presented their recommendations concerning reimbursements of officers, board members and former presidents for expenses incurred in attending the annual conference. (see attached). The recommendations were presented for information and discussion.

There was general support for their recommendations, but there was concern relative to the potential costs involved. The Board asked Lou Garcia to make his final recommendations at a future Board meeting.

REPORT OF THE NOMINATING COMMITTEE

Tom Bolden presented the following recommendations of the Nominating Committee. The committee is comprised of Tom, Jan Newcomb-Briggs and Dawn Duquette.

Elected officers for the 1992-93 term are as follows:

| | | |
|----------------|---|-------------------|
| Lou Garcia | - | President |
| Carol Trocchio | - | Vice President |
| Mary Rowe | - | Treasurer |
| Gene Herbert | - | Executive Officer |
| John Murphy | - | Secretary |

Nominations for Board members 1993-95, which could bring the Board to fifteen (15) members.

1993

Vincent Riley
Tom Bolden
Jan Newcomb-Briggs
John Murphy
Walter Mullins

1994

Lou Garcia
Alma Montgomery
Ella Thurman
Karen McKenzie
Ozell Grisson

1995

Dave Nassef
Toni Robinson
Carol Trocchio
Mary Simon
Gene Herbert

These recommendations will be presented to the membership at the Annual meeting.

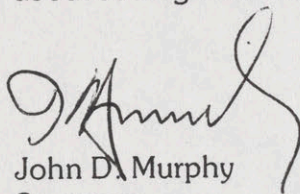
RESEARCH COMMITTEE REPORT

Mary Rowe discussed the activities of the Research Committee and in particular the Biennial Survey. Mary indicated that there was a need for additional information in the survey, particularly in the compensation section. The additional information needed included reporting relationship, location and a differentiation between principal and assistant. There was strong support for this additional data in the survey.

The Board concluded that a full discussion of Research Committee activities should be planned for the next Board meeting.

MEMBERSHIP

Gene Herbert indicated that we currently have 110 members in the Association which is down 11%. He has been contacted by many new people, therefore he is very optimistic about adding new members in the future.


John D. Murphy
Secretary

OMBUDSMAN ASSOCIATION FINANCIAL STATEMENT
January 1, 1992 - April 30, 1992

REVENUES

| | | |
|--------------------|----|-----------|
| Membership Dues | \$ | 7,650.00 |
| Conference Fees | | 6,650.00 |
| Ombudsman 101 Fees | | 150.00 |
| Handbook Sales | | 375.00 |
| Interest | | 763.56 |
| Total | \$ | 15,588.56 |

EXPENSES

| | | |
|--------------------------|----|----------|
| Executive Office | \$ | 1,277.30 |
| Administrative Assistant | | 600.00 |
| Mary Rowe | | 551.25 |
| Post Office Box Rental | | 46.50 |
| Telephone | | 500.00 |
| Printing | | 618.31 |
| Total | \$ | 3,593.36 |

| | | |
|---------------|----|-----------|
| Total Revenue | \$ | 15,588.56 |
|---------------|----|-----------|

| | | |
|----------------|----|----------|
| Total Expenses | \$ | 3,593.36 |
|----------------|----|----------|

| | | |
|--------------------------|----|-----------|
| Excess Revenue or (Loss) | \$ | 11,995.20 |
|--------------------------|----|-----------|

| | | |
|------------------------|----|-----------|
| Balance as of 12/31/91 | \$ | 48,526.35 |
|------------------------|----|-----------|

| | | |
|-----------------|----|-----------|
| CURRENT BALANCE | \$ | 60,521.55 |
|-----------------|----|-----------|

1) Officers

The Association may reimburse the current president, president-elect and program chair for reasonable accommodation and transportation expenses incurred in attending the annual conference and/or training program which are not otherwise reimbursed^{ABLE}.

2) Member Presenters

a) The Association may reimburse active member presenters for reasonable accommodation and transportation expenses incurred in attending the annual conference and/or training program which are not otherwise reimbursed^{ABLE}. Such member shall pay the conference registration fee.

b) In the case of retired member presenters, the Association may reimburse such persons for reasonable accommodation and transportation expenses incurred in attending the annual conference and/or training program. Such persons shall not be required to pay the conference registration fee.

3) Non-member Presenters

The Association may reimburse non-member presenters for reasonable travel expenses (including hotel accommodations, meals, etc.) incurred in attending the annual conference and/or training program. In addition, the Association may pay to such presenter(s) an honorarium in such amount as previously agreed. Such persons shall not be required to pay the conference registration fee.

4) Former Presidents

Former presidents of the Association who are retired from employment and not otherwise practicing ombudsmanry may attend the annual conference without payment of a registration fee.

5) Spouses/Companions

Spouses/Companions accompanying members attending the annual conference shall not be required to pay a registration fee. However, the member shall reimburse the Association the cost of any luncheon, reception, etc. attended by the spouse/companion.

Set forth below is the text of the proposed board resolution regarding payment of expenses incurred by directors in attending certain board meetings. This proposed resolution was discussed during the board meeting held by conference call on January 14, 1992 but no formal action was taken.

Directors not otherwise reimbursed may be reimbursed by the Association for reasonable accommodation and transportation expenses incurred in attending a board meeting other than the board meeting(s) held in connection with the annual conference upon submission of an expense voucher together with appropriate receipts.



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