

**Executive Committee  
Conference Call Minutes  
December 7, 2012**

Present:					
	Julia Marks	President		Cynthia Guthrie	VP Development
		President Elect		Shelia Lohmiller	Executive Director
	Stacey Berman	Secretary		Dina Belon	VP Sustainability
	Judy Regan	VP Finance		Chris Wasmer	VP Education
	Helen Reed	Past President		Tina Lockwood	VP Membership
				Anita Degen	Executive Advisor
				Lynn Fisher	VP Int'l Relations - UK
Guest:					
	Andrea Thomas				
Absent:					
	Trisha Poole	VP Marketing		Chris Tucker	VP Int'l Relations - Canada
	Philip Byrne	VP Events			
					Quorum = 7

Julia Marks called the meeting to order at 8:38 am PST.  
Roll was taken by Stacey Berman. A quorum was established.

**Sustainability:** Update on Green Lodging Hospitality Conference – we would have no shared responsibility or revenue sharing at conference; we would create the educational track and help market the conference. Sunshine Chapter would help. We would get in front of some of the industry we wouldn't usually address. Board voted to proceed and support the efforts for this conference.

**HD Relationship:** Reviewed parameters of long term contractual relationship. EC members to review proposal and respond to Shelia individually by 12/21. Goal is to arrange for an in person meeting to discuss future relationship.

**Budget Calls:** need to be scheduled during the first two weeks of January.

**Leadership Conference:** 6 weeks out; loose ends need to be tied up. Sponsorships need to be finalized. Julia and Shelia to contact committee members to see what can be done to move things forward.

**NEWH Ambassadors:** Director Emeritus – Cindy and Stacey to present something to Julia.

**Discipline updates:**

**Membership:** NEWH/New England regional group moving forward – first event scheduled and Facebook page set up.

**EC Meeting:** Sunday morning after Leadership Conference (8 am) being considered. Please contact Julia regarding availability to meet then.

Judy Regan made a motion to adjourn; Cindy Guthrie seconded at 9:28 am PST; all in favor  
Next conference call is on December 21, 2012 at 8:30 am PST

**Executive Committee  
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December 21, 2012**

Present:					
	Julia Marks	President		Shelia Lohmiller	Executive Director
		President Elect		Chris Wasmer	VP Education
	Stacey Berman	Secretary		Tina Lockwood	VP Membership
	Judy Regan	VP Finance		Jena Seibel	Staff
	Helen Reed	Past President		Philip Byrne	VP Events
	Chris Tucker	VP Int'l Relations - Canada		Trisha Poole	VP Marketing
Guest:					
	Andrea Thomas				
Absent:					
	Dina Belon	VP Sustainability		Lynn Fisher	VP Int'l Relations - UK
	Cynthia Guthrie	VP Development		Anita Degen	Executive Advisor
					Quorum = 7

Julia Marks called the meeting to order at 8:32 am PST.  
Roll was taken by Stacey Berman. A quorum was established.

**Leadership Conference** – need phone calls to sponsors; need everybody to pitch in with calls. We are approx. halfway through the fundraising – but we need to have everyone participate. Also, remember to buy your tickets to the conference, book your hotel and plane tickets, etc.

**Board Meeting Agenda** – Reports are due on December 28<sup>th</sup>. If you have anything you want on the agenda, please have it to Julia and Shelia no later than Dec 28<sup>th</sup>. Julia will put together an email for the newbies – also to serve as a reminder to the oldies – about what the board does, etc.

**HD Relationship:** Reviewed each point of the proposal from HD. If anyone wants to give additional feedback it would be appreciated. Shelia will forward the email with Dina’s comments so that anyone who wants to add comments can do so – please have those back to Shelia before December 28<sup>th</sup>.

**Award of Excellence:** Shelia will compile the votes on Monday morning so if you have not returned your vote please do so today.

**Discipline updates:**

**Judy Regan: Conference Calls** - Diane is calling anyone who didn’t attend the mandatory calls, and then they will have another chance in early January. If they don’t attend in January, then Shelia will contact the Board – they are not able to serve unless they attend a call.

**Philip Byrne: Chicago Regional Tradeshow** – sold out in 1.5 minutes. Changed Registration forms this time. 6 fields were actually required. Complaint received was that there seems to be a transmittal time delay between submittals and receiving. 40 or 50 on the waitlist – average for the typical show.

**Andrea Thomas: Scholarship** – Spoke to Susan Burnside regarding Director of Scholarship position. Will discuss again in January.

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Judy Regan made a motion to adjourn; Philip Byrne seconded at 9:15 am PST; all in favor

Next conference call is on January 4, 2013 at 8:30 am PST