

**DANK National Executive Board
Committee Meeting
Saturday, October 11, 2008**

Present: William Fuchs, Donna Lippert, Maria Thompson, Beverly Pochatko, Robert Miske, Rein Lippert Excused: Harald Pitz, Erik Wittmann, Rudy Schloesser, Chris Decker, Margaret Potocki Guests: Ernst Ott, Alexandra Ott, Christa Garcia, Eva Timmerhaus

The meeting was called to order at 2:15 pm.

Minutes of July Meeting: NP Fuchs asked that a copy of the agenda for the Board Meeting be filed with the minutes. Minutes from July teleconference were discussed by Christa Garcia. She noted that Dr. Inke Pinkert-Saeltzer's name was misspelled and asked to have it corrected. She asked to receive copies of the minutes, which currently only the Board members receive until they are approved.

Addition to Agenda:

Membership Campaign – Just add one! We need to encourage members to give a DANK gift membership to family/friends. We can send a card announcing the gift. Possible to increase membership and cover those we have lost.

Financial Report: It was noted that our investments have declined by \$6,000 and now only worth approximately \$50,000 due to the stock market decline. Problems with the transition of our investments chair left us in a position that cost us money. WE have \$22,000 in the cash account. It was recommended that all our financial records be put into "Quick Books". The previous treasurer had renamed some of the accounts and they do not match causing problems in our bookkeeping. Maria Thompson said she will have to start everything over beginning in 2008 and re-categorize every transaction since Jan 1, 2008.

Motion: *Robert Miske made a motion to update our financial records to the Quick Books Program. Seconded by Rein Lippert. Motion carried*

Bill paying will be made directly from our bank account using on-line bill payment features. Donna Lippert will audit these statements in lieu of a 2nd signature on checks.

There was discussion regarding the dues reimbursements made to the Chapters.

Motion: *Donna Lippert made a motion that dues reimbursements be sent in February reflecting the amount for January through December of the previous year based on the prior year's membership dues received. Seconded by Robert Miske. Motion carried.*

Since checks were already sent to the chapters for the dues reimbursement from January to September of this year, in February 2009, the chapter will receive a check reflecting the dues received October through December. These reimbursements will be made before the end of February each year thereafter.

Motion by Bev Pochatko that chapters should not be allowed to have a blanket collection of dues to be collected by the individual chapters. Seconded by Robert Miske. Motion carried.

There was a discussion regarding new members who join DANK because of the schools program. Our Standard Operating Guide states that a member joining in October will be credited with having paid their dues for the coming year giving them 3 free months. Since the schools start in September, it has created a bookkeeping nightmare since checks are held for as many as two months before processing. To alleviate this, it was determined to be in our best interest to credit September joiners for the next year also.

Motion: Robert Miske made a motion to change the credit for new members from October to September. Seconded by Beverly Pochatko. Motion carried. This motion effectively gives a new member 4 months of 'free' membership.

Problems with DANK North are being addressed. NP Fuchs is meeting with them.

Office Staffing: We are continuing to resolve the hiring of a Part-Time person. The job will become full-time when Eva Timmerhaus retires. This is not an immediate action, but planning for the future for an easy transition. Eva will let us know when she desires to retire, but will welcome the part-time help in the meantime. While we are hopeful of hiring Christine Grossman, if another qualified individual applies, they will be given full consideration. The ad for the secretarial position will be run again in three newspapers, including the Chicago Tribune.

Education Fund: (Ernst Ott) Mr. Ott, Chairman of the Education Fund stated that there is approximately \$7,500 in the account. His Board recommended that two additional members be added to their ranks, increasing them to five members. They recommended the addition of Donna Lippert (representing the National Board) and Erik Wittmann (general membership).

Motion: A motion to accept the recommendation to increase the Education Fund Board by two additional members was made by Robert Miske, seconded by Beverly Pochatko. Motion carried.

Members of the Education Fund Board are: Ernst Ott, Robert Brouse, Melissa Lesniewski, Donna Lippert and Erik Wittmann. NP Fuchs requested that Mr. Ott to send a copy of the Education Board's application to the IRS for their 501c3 status to be placed in our files.

It was noted that a 10% handling fee is being assessed the GATES and German Education Fund for monies received by DANK for them. The collected handling fee is put into our general funds. It was decided that in all fairness, the DANK Education Fund should also pay the 10% handling fee. Ernst felt that there is no problem with doing this.

Motion: Beverly Pochatko made the motion to apply a 10% handling fee for all funds received by DANK for the DANK Education Fund. Second by Robert Miske. Motion carried.

NEW BUSINESS:

1. A reminder that our national office secretary, Eva Timmerhaus, will be on a well deserved vacation beginning December 1 through the 15th.

2. With the election of Chapter and Regional Officers taking place in the fall, discussion centered on how to best educate them in their duties. They need to know their status and obligations as a 501c3 or 501c4. DANK's financial obligations, as well as insurance requirements need to be understood also.
3. We need to change the way the various Boards (Chapter, Regional and National) start their new terms. It was suggested that regardless of the date of the election, all officers would assume their posts on January 1st or the first meeting of the new year. The time between the election and taking their position would be used to provide an orderly transition. This is a subject that needs to be acted upon at the National Convention.
4. It was noted that the process of getting the proclamation for German American Day started late again this year. This should be started in the early spring to have it in place at the right time and not last minute. NP Fuchs will work with Mr. Ott and Merl Arp to get this moving. We also need to update the GA Day packet that was previously sent to the Chapters.

Mr. Ott noted that the GAJAC has been rejuvenated and that the German American Friendship Garden in Washington DC has been cleaned up by the Heritage Society. We are going to work on improving it and have a formal re-dedication ceremony.

5. Some Chapters are requesting that a representative from the National Board oversee their upcoming elections. DANK North – NP Fuchs will try. DANK South will be overseen by Christa Garcia; Chapter Milwaukee by Willi Gohs, and South Bend by Rudy Schloesser.
6. **Meeting times for 2009** were discussed. We need more hands-on with the Committees. Maria is not available in March or April. It was suggested for four live meetings and 3 teleconference meetings of the Board. The meetings were approved for:

Live:	March 13-15 th	Wednesday Teleconferences:	December 2 nd , 2008
	May 29-31 st		January 28 th
	August 28-30 th		July 22 nd
	October 9-11 th		Convention will be November 6 th -8 th , 2009

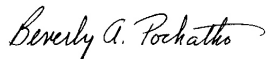
7. Pitney Bowes Contract. NP Fuchs has been in discussions with their representative to update our equipment at a lower cost. (See attachments) The contracts are 63 months duration. After some discussion,

Motion: Robert Miske made the motion to allow NP Fuchs to proceed with the updating of our postal system. Seconded by Beverly Pochatko. Motion carried.

Being no further business to discuss, a motion to adjourn the meeting was made by Bob Miske.

Meeting adjourned at 3:30 pm

Respectfully submitted,



Beverly Pochatko
National Recording Secretary.

Motions or other actions to be taken based on the October 11th, 2008 National Board Meetings

- A motion was made by Donna Lippert and seconded by Beverly Pochatko to purchase \$10,000 of the seals at a cost of \$277. Motion carried.
- A motion was made by Robert Miske to *update our financial records* to the Quick Books Program. Seconded by Rein Lippert. Motion carried.
- Donna Lippert made a motion that *dues reimbursements* be sent in February reflecting the amount for January through December of the previous year based on the prior year's membership dues received. Seconded by Robert Miske. Motion carried.
- Robert Miske made a motion to change the *credit for new members* from October to September. Seconded by Beverly Pochatko. Motion carried.
- A motion to accept the intent to *increase the Education Fund Board* by two additional members was made by Robert Miske, seconded by Beverly Pochatko. Motion carried.

NP Fuchs requested that Mr. Ott to send a copy of the Education Board's application to the IRS for their 501c3 status to be placed in our files.

- Beverly Pochatko made the motion to apply a *10% handling fee* for all funds received by DANK for the DANK Education Fund. Second by Robert Miske. Motion carried.
- Robert Miske made the motion to allow NP Fuchs to proceed with the *updating of our postal system*. Seconded by Beverly Pochatko. Motion carried.
- Request by Beverly Pochatko to award Region 3 Representatives Chris Decker and Margaret Potocki with the *large DANK pin* for their outstanding work on behalf of their Chapter and DANK at the Sunday meeting of the Board. Motion by Donna Lippert and seconded by Maria Thompson. Approved.

ACTIONS TO BE TAKEN:

- We need to change the way the various Boards start their new terms. It was suggested that regardless of the date of the election, all officers would assume their posts on January 1st or the first meeting of the new year. The time between the election and taking their position would be used to provide an orderly transition. This is a subject that needs to be acted upon at the National Convention.
- It was noted that the process of getting the proclamation for German American Day started late again this year. This should be started in the early spring to have it in place at the right time and not last minute. We also need to update the GA Day packet that was previously sent to the Chapters.