Minutes of the

Winter Board Meeting of the

Board of Directors

Of the

CHILI APPRECIATION SOCIETY INTERNATIONAL, INC.

PENDING APPROVAL

Irving Elks Lodge

Irving, TX

January 22, 2017

Executive Director Keith Karaff called the meeting to order at 8:00 a.m.

Secretary Cindy Noe called the roll.

The following Directors were present:

Kris Hudspeth, President

Keith Longabaugh, Vice President

Keith Karaff, Executive Director

Mary Ellen Gillen, Treasurer

Cindy Noe, Secretary

Randy Pittman, Director

Nancy Hewlett, Director

Susan Armand, Director

Scotty Parker, Director

Don Hoy, Director

Ricky Powell, Director

President Kris Hudspeth opened the meeting by welcoming everyone to the winter board meeting of the CASI organization. He reminded the gallery that if anyone wanted to be recognized on the floor to raise their hand. He said that there would be an executive session today.

Executive Director Keith Karaff presented the consent agenda of the email votes that were taken in September, October and December 2016. There were none for November 2016.

Ratification of Board Action

The following motions were conducted in the ratifications of the previous actions of the board:

(Each of these votes were taken in accordance to the CASI Email Voting Policy)

9/12/16

Susan Armand made a motion that the Board accepts the renewal of the G/L, Umbrella and D&O at the quoted premium of $19,403.05 with the Liquor Liability renewal at the quoted premium of $798.37 to be added for TICC, seconded by Cindy Noe.

**Motion passed: *Unanimous***

9/16/16

Kris Hudspeth made a motion to approve the radio contract in the amount of $1,065.00, seconded by Susan Armand.

**Motion passed: *10-0, one director did not vote.***

9/19/16

Cindy Noe made a motion to approve the Indiana State Championship relocation to Noblesville, IN, seconded by Keith Longabaugh.

**Motion passed: *Unanimous***

9/26/16

Kris Hudspeth made a motion to approve the ice bid in the amount of $3,300.00, seconded by Keith Longabaugh.

**Motion passed: *10-0, one director did not vote.***

9/28/16

Cindy Noe made a motion to approve the Southeast Regional cook off to be held in Huntsville, AL in May 2017, seconded by Kris Hudspeth.

**Motion passed: *Unanimous***

10/05/16

Kris Hudspeth made a motion to approve the $500 overage of the $5,000 Champions Travel allowance for James Burns to attend the Woodbridge Cookoff, due to an anonymous donor underwriting this expense, seconded by Don Hoy.

**Motion passed: *10-1***

10/12/16

Kris Hudspeth made a motion to approve the September 9th, 2016 Board Minutes and the September 10th, 2016 Special Election of Officers board minutes, seconded by Susan Armand.

**Motion passed: *Unanimous***

10/25/16

Don Hoy made a motion to buy a new freezer using Friends of Krazy Flats to pay for it, seconded by Kris Hudspeth.

Kris Hudspeth withdrew his second after news that the freezer is working.

**Motion died.**

10/26/16 Conference Call Vote

Mary Ellen Gillen made a motion not to sanction the Polar Bear Plunge cookoff held in Memphis, TN on February 6th, 2016 due to untimely submission, seconded by Kris Hudspeth.

**Motion passed: *10 yes, 1 absent***

12/09/16

Nancy Hewlett made a motion to nominate Keith Nash for the position of Scholarship Program Administrator, seconded by Randy Pittman.

**Motion passed: *Unanimous***

12/21/16

Kris Hudspeth made a motion to:

1. Transfer $4000 from Gen Fund to Scholarship Fund for the Terlingua highest student

2. Transfer $1500 from FOC line item to Scholarship Fund for FOC/Ancira Scholarship

3. Transfer of $4000 from Gen Fund bank account into Self Insurance bank account.

Seconded by Mary Ellen Gillen.

**Motion passed: *10 Yes, 1 did not vote***

12/26/16

Kris Hudspeth made a motion for the donations to the Terlingua community entities totaling $15,000: Brewster County-$4000, Terlingua EMS-$5000, Terlingua School-$2000, Terlingua School-Matching Fund-$2000, and Sul Ross - $2000, seconded by Susan Armand.

**Motion passed: *10 Yes, 1 did not vote***

12/29/16

Kris Hudspeth made a motion to donate $4,000 to Texas Special Olympics and repay the cost of the ranch sign, $1,200, by transfer from the General Fund to the Lifetime Reserve fund to a max of $100,000, seconded by Rick Powell.

**Motion passed: *10 Yes, 1 No***

Susan Armand made a motion to approve the consent agenda, seconded by Cindy Noe.

**Motion passed: *Unanimous***

**Compliance Matrix Report**

Review of the compliance matrix of trademarks, designs and logos has been completed. Keith Karaff reported that everything is good. The Terlingua International Chili Championship trademark is due December 30th, 2017. The attorney has been called and the renewal is set in motion. Mary Ellen Gillen asked that the address be checked. As soon as it is renewed, it will be sent to the Governance Committee. All logos and domains are up to date. The domains are on auto renew and the websites have been moved to auto pay for automatic renewal. The 990 and 990T have both been filed for 2015. All 1099’s and sales taxes have been paid for 2016. The Non-profit Periodic report is due every four years. It will be filed with the State of Texas soon.

Kris Hudspeth made a motion for Cindy Noe to prepare the 2016 Forms 990 and 990T, seconded by Nancy Hewlett.

**Motion passed: *Unanimous***

The matrix will be updated with the new renewal dates as soon as everything is filed.

**CMS Status Report**

Keith Longabaugh explained that the CMS system is functional and able to support daily activities. An issues list was created to list current issues, enhancements and bugs. Keith provided a current issues list with responsibility assignments and priorities. A statement of work will be created and listed in the Trails seeking any additional programming experience that could help with the new system.

**Treasurer’s Report**

A comprehensive financial review of 2016 was completed during the workshop on January 21, 2017.

|  |  |
| --- | --- |
| **CASI-Chili Appreciation Society International, Inc.** | |
| **Statement of Financial Position** | |
| **As of December 31, 2016** | |
|  |  |
|  | **Total** |
| **ASSETS** |  |
| **Current Assets** |  |
| **Bank Accounts** |  |
| **100000 Cash in Banks** |  |
| **100100 Ranch Property Self-Insurance Fund** | 10,000.38 |
| **100101 West Texas National Bank MMA** | 10,002.23 |
| **100115 Frost Bank Checking** | 139,427.15 |
| **100116 Frost Bank - LMIF** | 100,000.00 |
| **100117 Frost Bank - Scholarship Fund** | 123,277.07 |
| **Total 100000 Cash in Banks** | **$ 382,706.83** |
| **Total Bank Accounts** | **$ 382,706.83** |
| **Total Current Assets** | **$ 382,706.83** |
| **Fixed Assets** |  |
| **110209 Net Office Equipment** |  |
| **110200 Office Equipment** | 17,642.67 |
| **110205 Accumulated Depreciation Off Eq** | -16,117.00 |
| **Total 110209 Net Office Equipment** | **$ 1,525.67** |
| **110219 Net Ice Merchandiser** |  |
| **110210 Ice Merchandiser** | 2,574.68 |
| **110215 Accum Depr - Ice Merchandiser** | -1,449.00 |
| **Total 110219 Net Ice Merchandiser** | **$ 1,125.68** |
| **110239 Net Sign & Plaque** |  |
| **110230 Sign & Plaque** | 8,917.03 |
| **110235 Accumulated Depr - Sign & Plaq** | -7,888.03 |
| **Total 110239 Net Sign & Plaque** | **$ 1,029.00** |
| **110319 Net Land & Buildings** |  |
| **110300 Land** | 39,968.00 |
| **110303 Land Improvements** | 71,847.00 |
| **110310 Buildings** | 204,561.42 |
| **110315 Accumulated Depr - Bldgs** | -87,695.00 |
| **Total 110319 Net Land & Buildings** | **$ 228,681.42** |
| **Total Fixed Assets** | **$ 232,361.77** |
| **Other Assets** |  |
| **190100 Postage Deposit** | 1,500.00 |
| **192000 Trademark Fees** | 3,870.00 |
| **Total Other Assets** | **$ 5,370.00** |
| **TOTAL ASSETS** | **$ 620,438.60** |
| **LIABILITIES AND EQUITY** |  |
| **Liabilities** |  |
| **Total Liabilities** |  |
| **Equity** |  |
| **303000 Unrestricted Net Assets** | -52,646.93 |
| **310000 General Op Fund Balance** | 338,201.82 |
| **320000 GP Meeting Fund Balance** | 10,000.00 |
| **330000 Life Member Fund Balance** | 112,025.00 |
| **340000 CASI Schol Fund Balance** | 162,468.12 |
| **350000 CASI Liab Ins Fund (CLIF) Bal** | 7,679.01 |
| **Net Revenue** | 42,711.58 |
| **Total Equity** | **$ 620,438.60** |
| **TOTAL LIABILITIES AND EQUITY** | **$ 620,438.60** |

The following Statement of Activities compares January-December 2016 to January-December 2015.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CASI-Chili Appreciation Society International, Inc.** | | | | |
| **Statement of Activity** | | | | |
| **January - December 2016** | | | | |
|  |  |  |  |  |
|  | **Total** | | | |
|  | **Jan - Dec 2016** | **Jan - Dec 2015 (PP)** | **Change** | **% Change** |
| **Revenue** |  |  |  |  |
| **300-000 TICC Revenues** |  |  |  |  |
| **300-100 Friday Event Entries** | 7,310.00 | 6,950.00 | 360.00 | 5.18% |
| **300-120 Ice Revenues - Taxable Sales** | 8,595.00 | 4,725.00 | 3,870.00 | 81.90% |
| **300-130 Bar Sales - Main Concession - Taxable Sales** | 6,199.50 | 8,569.31 | -1,660.31 | -19.38% |
| **300-131 Wine Sales - Main Concession - Taxable Sales** | 1,504.50 | 1,249.50 | -1,249.50 | -100.00% |
| **300-132 Wine Sales - Pre-Ordered - Taxable Sales** | 14,385.00 | 12,892.47 | 1,492.53 | 11.58% |
| **300-135 Bar Sales - Krazy Flats - Taxable Sales** | 7,902.00 | 5,520.84 | 3,176.16 | 57.53% |
| **300-140 Vendor Fees** | 2,150.00 | 2,445.00 | -295.00 | -12.07% |
| **300-142 42 Tournament Income** | 450.00 | 390.00 | 60.00 | 15.38% |
| **300-150 Gate Admissions - Taxable Sales** | 43,351.00 | 34,595.00 | 8,756.00 | 25.31% |
| **300-155 Port-A-Potty Fund** | 3,100.00 | 2,951.00 | 149.00 | 5.05% |
| **300-160 Scholarship Related Events** | 4,566.00 | 274.50 | 4,291.50 | 1563.39% |
| **300-170 CASI Store - Taxable Sales** | 17,103.00 | 12,508.00 | 4,595.00 | 36.74% |
| **300-171 CASI Store - Square Sales - Taxable Sales** | 11,641.00 | 8,458.39 | 3,182.61 | 37.63% |
| **300-172 Post/Pre TICC CASI Store Sales - Taxable** | 3,008.47 | 1,881.42 | 1,127.05 | 59.90% |
| **300-173 KF Store - Square Sales - Taxable** | 3,576.00 | 2,231.00 | 1,345.00 | 60.29% |
| **300-174 Post/Pre TICC KF Store Sales - Taxable** | 1,842.00 | 1,956.00 | -114.00 | -5.83% |
| **300-175 Krazy Flats Store Sales - Taxable Sales** | 9,735.00 | 7,016.00 | 2,719.00 | 38.75% |
| **300-180 TICC Underwriting Revenues** | 18,789.76 | 16,278.24 | 2,511.52 | 15.43% |
| **300-190 Miscellaneous Income** | 1,214.00 | 510.00 | 704.00 | 138.04% |
| **300-242 Tuesday CCO** | 3,965.00 | 3,020.00 | 945.00 | 31.29% |
| **Total 300-000 TICC Revenues** | **$ 170,387.23** | **$ 134,421.67** | **$ 35,965.56** | **26.76%** |
| **310-000 Membership** |  |  | 0.00 |  |
| **310-200 Annual Membership Dues** | 17,107.00 | 17,550.00 | -443.00 | -2.52% |
| **310-205 Corporate Membership Dues** | 1,600.00 | 2,940.00 | -1,340.00 | -45.58% |
| **310-210 Life Membership Dues** | 2,600.00 | 9,425.00 | -6,825.00 | -72.41% |
| **Total 310-000 Membership** | **$ 21,307.00** | **$ 29,915.00** | **-$ 8,608.00** | **-28.77%** |
| **320-000 Sponsorships** |  |  | 0.00 |  |
| **320-001 Sponsorships - Gross** | 0.00 | 0.00 | 0.00 |  |
| **320-310 Bruce Foods** |  | 26,500.00 | -26,500.00 | -100.00% |
| **320-311 Teasdale Foods Inc.** | 10,000.00 |  | 10,000.00 |  |
| **320-312 Southeastern Mills, Inc.** | 11,500.00 | 15,000.00 | -3,500.00 | -23.33% |
| **320-320 Statewide Remodeling** | 3,500.00 |  | 3,500.00 |  |
| **320-330 Lajitas Resort** |  | 1,000.00 | -1,000.00 | -100.00% |
| **320-335 Pendery's Inc.** | 2,000.00 | 4,000.00 | -2,000.00 | -50.00% |
| **320-340 Irving Elks** |  | 1,000.00 | -1,000.00 | -100.00% |
| **320-342 HEB Food Stores** | 5,000.00 | 6,500.00 | -1,500.00 | -23.08% |
| **320-345 Hill Country Software** | 10,000.00 | 10,000.00 | 0.00 | 0.00% |
| **320-347 McCormick Distilling Company Inc** | 5,000.00 | 10,000.00 | -5,000.00 | -50.00% |
| **320-350 Renfro Foods** | 5,000.00 | 2,600.00 | 2,400.00 | 92.31% |
| **320-360 Friends of CASI** | 36,150.00 | 30,000.00 | 6,150.00 | 20.50% |
| **320-362 Glazer's** | 4,000.00 | 8,000.00 | -4,000.00 | -50.00% |
| **320-370 L & F Distributors** | 1,200.00 | 1,000.00 | 200.00 | 20.00% |
| **320-381 Khortysta Vodka** | 2,000.00 |  | 2,000.00 |  |
| **320-382 Outlaw Cigars** | 2,500.00 |  | 2,500.00 |  |
| **320-390 Robert Mondavi** | 11,000.00 | 10,000.00 | 1,000.00 | 10.00% |
| **320-392 Tyson Foods** | 5,000.00 | 5,000.00 | 0.00 | 0.00% |
| **320-395 XOCHITL INC** | 1,000.00 | 500.00 | 500.00 | 100.00% |
| **320-401 Choctaw Nation** | 4,000.00 | 8,000.00 | -4,000.00 | -50.00% |
| **320-402 Forever Resorts, LLC** | 3,500.00 | 2,500.00 | 1,000.00 | 40.00% |
| **320-403 Lone Star Chili Spices, Etc., LLC** | 5,000.00 | 5,000.00 | 0.00 | 0.00% |
| **Total 320-001 Sponsorships - Gross** | **$ 127,350.00** | **$ 146,600.00** | **-$ 19,250.00** | **-13.13%** |
| **320-999 Less Total Sponsor Allowances** |  |  | 0.00 |  |
| **320-920 Less Sponsor Service Allowances** | -63,100.00 | -63,500.00 | 400.00 | 0.63% |
| **320-930 Less Sponsor TICC Event** | -18,789.76 | -16,278.24 | -2,511.52 | -15.43% |
| **Total 320-999 Less Total Sponsor Allowances** | **-$ 81,889.76** | **-$ 79,778.24** | **-$ 2,111.52** | **-2.65%** |
| **Total 320-000 Sponsorships** | **$ 45,460.24** | **$ 66,821.76** | **-$ 21,361.52** | **-31.97%** |
| **330-000 Terlingua Trails** |  |  | 0.00 |  |
| **330-400 Advertisements** | 2,002.50 | 1,178.50 | 824.00 | 69.92% |
| **Total 330-000 Terlingua Trails** | **$ 2,002.50** | **$ 1,178.50** | **$ 824.00** | **69.92%** |
| **340-000 Miscellaneous Income** | 0.00 | 0.00 | 0.00 |  |
| **340-500 Cooking for CASI** | 5,518.12 | 6,594.00 | -1,075.88 | -16.32% |
| **340-515 Online Store** | 6,787.50 | 2,556.78 | 4,230.72 | 165.47% |
| **340-520 Old 320 Income** |  | 400.00 | -400.00 | -100.00% |
| **340-525 Cell Tower Lease Payments** | 7,200.00 | 7,200.00 | 0.00 | 0.00% |
| **340-535 GPM admin fee** | 1,820.00 | 1,750.00 | 70.00 | 4.00% |
| **340-580 TICC Memorial Board Donations** | 305.00 | 520.00 | -215.00 | -41.35% |
| **340-585 Donations to General Fund** | 1,615.53 | 5,451.00 | -3,835.47 | -70.36% |
| **340-586 Amazon Smile** | 134.53 | 85.19 | 49.34 | 57.92% |
| **340-587 Krazy Flat Donors** | 800.00 | 700.00 | 100.00 | 14.29% |
| **340-590 Miscellaneous** | 144.00 |  | 144.00 |  |
| **340-591 Memorial Wall Contributions** |  | 75.00 | -75.00 | -100.00% |
| **Total 340-000 Miscellaneous Income** | **$ 24,324.68** | **$ 25,331.97** | **-$ 1,007.29** | **-3.98%** |
| **355-000 Cookoff Fees** |  |  | 0.00 |  |
| **355-100 CLIF Premium per Cook $2** | 26,748.00 | 28,258.00 | -1,510.00 | -5.34% |
| **355-200 GP Meeting Cook's Charge $1** | 13,374.00 | 14,129.00 | -755.00 | -5.34% |
| **355-300 Registration Fee - $25** | 12,350.00 | 12,500.00 | -150.00 | -1.20% |
| **355-400 Sanctioning Fee per Cook $1** | 13,374.00 | 14,129.00 | -755.00 | -5.34% |
| **Total 355-000 Cookoff Fees** | **$ 65,846.00** | **$ 69,016.00** | **-$ 3,170.00** | **-4.59%** |
| **370-000 CASI Scholarship Fund Income** |  |  | 0.00 |  |
| **370-100 CASI Scholarship General Contributions** | 8,959.15 | 14,589.00 | -5,629.85 | -38.59% |
| **370-140 CASI Scholarship - Pendery's** | 8,000.00 | 8,000.00 | 0.00 | 0.00% |
| **Total 370-000 CASI Scholarship Fund Income** | **$ 16,959.15** | **$ 22,589.00** | **-$ 5,629.85** | **-24.92%** |
| **390-000 Interest Income** | 5.08 | 7.43 | -2.35 | -31.63% |
| **Total Revenue** | **$ 346,291.88** | **$ 349,281.33** | **-$ 2,989.45** | **-0.86%** |
| **Gross Profit** | **$ 346,291.88** | **$ 349,281.33** | **-$ 2,989.45** | **-0.86%** |
| **Expenditures** |  |  |  |  |
| **400-000 TICC Expenses** |  |  | 0.00 |  |
| **400-100 Band & Sound System - Main** | 13,000.00 | 5,800.00 | 7,200.00 | 124.14% |
| **400-101 Band & Sound System - KF** | 1,200.00 | 1,500.00 | -300.00 | -20.00% |
| **400-105 Bean Cookoff Exp & Payouts** | 1,760.51 | 1,681.64 | 78.87 | 4.69% |
| **400-110 Beer, Soda & Water Purchases** | 14,572.01 | 10,739.41 | 3,832.60 | 35.69% |
| **400-113 Wine - Pre-Sales** | 14,510.82 | 12,870.50 | 1,640.32 | 12.74% |
| **400-130 Gate Expenses** | 500.00 | 435.00 | 65.00 | 14.94% |
| **400-140 Ice Purchases** | 4,200.00 | 4,300.00 | -100.00 | -2.33% |
| **400-143 Hot Wings Cookoff Exp & Payout** | 1,670.41 | 1,589.63 | 80.78 | 5.08% |
| **400-145 Jacket Purchases** | 1,348.49 | 1,073.62 | 274.87 | 25.60% |
| **400-150 Judging Supplies - Chili** | 1,795.08 | 719.27 | 1,075.81 | 149.57% |
| **400-160 Licenses** | 962.00 | 462.00 | 500.00 | 108.23% |
| **400-170 Name Tags** | 276.30 | 76.28 | 200.02 | 262.22% |
| **400-180 Officials & Contestants Shirts** | 9,456.81 | 7,646.54 | 1,810.27 | 23.67% |
| **400-190 Posters & Banners** | 1,232.00 | 1,095.51 | 136.49 | 12.46% |
| **400-195 Radios** | 965.00 | 1,065.00 | -100.00 | -9.39% |
| **400-200 Security** | 2,435.00 | 2,025.00 | 410.00 | 20.25% |
| **400-209 Post/Pre TICC CASI Store - Purchases** | 402.35 |  | 402.35 |  |
| **400-210 CASI Store Purchases - Main** | 16,936.17 | 12,612.54 | 4,323.63 | 34.28% |
| **400-211 CASI Store Purchases - KF** | 10,750.59 | 8,691.17 | 2,059.42 | 23.70% |
| **400-212 Square - Credit Card Fees - CASI Store** | 358.90 | 238.57 | 120.33 | 50.44% |
| **400-213 Post/Pre TICC CASI Store S&H** |  | 249.31 | -249.31 | -100.00% |
| **400-214 Square - Credit Card Fees - KF Store** | 98.43 | 74.19 | 24.24 | 32.67% |
| **400-215 Sales Tax Expense** | 9,935.33 | 6,823.91 | 3,111.42 | 45.60% |
| **400-217 Sponsor Appreciation** | 1,285.32 | 570.00 | 715.32 | 125.49% |
| **400-220 Trash Services** | 6,074.39 | 5,994.32 | 80.07 | 1.34% |
| **400-221 Site Cleanup Expense** | 2,400.00 | 2,300.00 | 100.00 | 4.35% |
| **400-222 Portable Restrooms Expense** | 20,205.00 | 19,305.00 | 900.00 | 4.66% |
| **400-225 Trophy/Stove Purchase/Donations** | 10,610.03 | 10,328.62 | 281.41 | 2.72% |
| **400-235 Wrist Band Purchases** | 109.95 |  | 109.95 |  |
| **400-240 Salsa Cookoff Expenses & Payout** | 2,115.07 | 1,873.64 | 241.43 | 12.89% |
| **400-242 Tuesday CCO Expenses** | 432.21 | 833.00 | -400.79 | -48.11% |
| **400-250 TICC 50th Special Expenses - Activities** | 118.57 |  | 118.57 |  |
| **400-251 TICC 50th Special Expenses - Goodie Bags** | 305.00 |  | 305.00 |  |
| **400-252 TICC - Special 50th Budget - Pendants** | 1,531.75 |  | 1,531.75 |  |
| **400-299 Miscellaneous Exp** | 1,305.17 | 1,003.79 | 301.38 | 30.02% |
| **Total 400-000 TICC Expenses** | **$ 154,858.66** | **$ 123,977.46** | **$ 30,881.20** | **24.91%** |
| **410-000 Terlingua Trails Expenses** |  |  | 0.00 |  |
| **410-300 KDT - Printing Costs** | 8,325.12 | 7,825.80 | 499.32 | 6.38% |
| **410-305 KDT - Parcel Post** | 3,759.28 | 2,678.82 | 1,080.46 | 40.33% |
| **410-310 KDT - Bulk Mail** | 8,720.20 | 7,789.23 | 930.97 | 11.95% |
| **410-330 Editor Computer Related Expense** | 269.54 | 0.00 | 269.54 |  |
| **410-335 Editor Postage Expense** | 215.00 | 225.00 | -10.00 | -4.44% |
| **410-340 Editor Supplies** |  | 338.25 | -338.25 | -100.00% |
| **Total 410-000 Terlingua Trails Expenses** | **$ 21,289.14** | **$ 18,857.10** | **$ 2,432.04** | **12.90%** |
| **420-300 Depreciation** |  |  | 0.00 |  |
| **420-355 Depreciation - Signs and Plaque** | 171.00 | 367.00 | -196.00 | -53.41% |
| **420-365 Depreciation - Buildings** | 6,166.00 | 6,166.00 | 0.00 | 0.00% |
| **420-375 Depreciation - Office Equipment** | 1,548.00 | 1,313.00 | 235.00 | 17.90% |
| **420-385 Depreciation - Ice Merchandiser** | 450.00 | 631.00 | -181.00 | -28.68% |
| **Total 420-300 Depreciation** | **$ 8,335.00** | **$ 8,477.00** | **-$ 142.00** | **-1.68%** |
| **430-000 IT Expenses** |  |  | 0.00 |  |
| **430-100 Recurring IT Expenses** | 3,962.14 | 2,237.71 | 1,724.43 | 77.06% |
| **430-200 Non-Recurring IT Development Expenses** | 99.00 | 637.00 | -538.00 | -84.46% |
| **Total 430-000 IT Expenses** | **$ 4,061.14** | **$ 2,874.71** | **$ 1,186.43** | **41.27%** |
| **440-000 Chilicity Expenses** |  |  | 0.00 |  |
| **440-510 Chilicity Postage Expense** |  | 182.49 | -182.49 | -100.00% |
| **440-515 Chilicity Misc Expense** | 267.89 | 25.20 | 242.69 | 963.06% |
| **440-525 TICC Winner's Travel** | 5,000.00 | 3,389.83 | 1,610.17 | 47.50% |
| **Total 440-000 Chilicity Expenses** | **$ 5,267.89** | **$ 3,597.52** | **$ 1,670.37** | **46.43%** |
| **450-000 CASI Director Expenses** |  |  | 0.00 |  |
| **450-559 Total President's Expense** |  | 195.89 | -195.89 | -100.00% |
| **450-555 President Postage Expense** | 14.95 |  | 14.95 |  |
| **450-557 President Miscellaneous Expense** | 303.99 |  | 303.99 |  |
| **Total 450-559 Total President's Expense** | **$ 318.94** | **$ 195.89** | **$ 123.05** | **62.82%** |
| **450-569 Total Secretary's Expenses** |  |  | 0.00 |  |
| **450-567 Secretary Miscellaneous Expense** |  | 54.11 | -54.11 | -100.00% |
| **Total 450-569 Total Secretary's Expenses** | **$ 0.00** | **$ 54.11** | **-$ 54.11** | **-100.00%** |
| **450-579 Total Treasurer Expenses** |  |  | 0.00 |  |
| **450-575 Treasurer Postage Expense** | 144.30 | 154.65 | -10.35 | -6.69% |
| **450-577 Treasurer Miscellaneous Expense** | 530.65 | 864.16 | -333.51 | -38.59% |
| **Total 450-579 Total Treasurer Expenses** | **$ 674.95** | **$ 1,018.81** | **-$ 343.86** | **-33.75%** |
| **450-589 Total Executive Director Exp** |  |  | 0.00 |  |
| **450-585 Exec Dir Postage Expense** |  | 97.28 | -97.28 | -100.00% |
| **450-587 Exec Dir Miscellaneous Expense** | 19.00 | 288.00 | -269.00 | -93.40% |
| **Total 450-589 Total Executive Director Exp** | **$ 19.00** | **$ 385.28** | **-$ 366.28** | **-95.07%** |
| **450-599 Total Other Director Expenses** |  |  | 0.00 |  |
| **450-592 Directors Travel Expenses** | 2,603.19 | 4,335.00 | -1,731.81 | -39.95% |
| **450-593 Directors' Meeting Expense** | 600.00 | 2,000.47 | -1,400.47 | -70.01% |
| **450-595 Other Directors Postage Exp** | 335.55 | 14.39 | 321.16 | 2231.83% |
| **450-597 Other Dir Miscellaneous Exp** | 721.89 | 386.55 | 335.34 | 86.75% |
| **Total 450-599 Total Other Director Expenses** | **$ 4,260.63** | **$ 6,736.41** | **-$ 2,475.78** | **-36.75%** |
| **Total 450-000 CASI Director Expenses** | **$ 5,273.52** | **$ 8,390.50** | **-$ 3,116.98** | **-37.15%** |
| **460-000 Membership Expenses** |  |  | 0.00 |  |
| **460-600 Membership Supplies** | 81.48 |  | 81.48 |  |
| **460-620 Membership Printing & Copy Exp** | 37.64 |  | 37.64 |  |
| **460-625 Membership Corporate Plaques** | 35.00 | 360.00 | -325.00 | -90.28% |
| **460-630 Membership Postage Expense** | 162.35 |  | 162.35 |  |
| **460-640 Membership Miscellaneous Exp** | 348.80 |  | 348.80 |  |
| **Total 460-000 Membership Expenses** | **$ 665.27** | **$ 360.00** | **$ 305.27** | **84.80%** |
| **470-000 Rancho CASI de Los Chisos Exp** |  |  | 0.00 |  |
| **470-700 Ranch Improvements** | 6,192.09 | 503.29 | 5,688.80 | 1130.32% |
| **470-705 Ranch Maintenance** | 180.00 | 585.00 | -405.00 | -69.23% |
| **470-715 Ranch Telephone Expense** | 748.22 | 2,519.76 | -1,771.54 | -70.31% |
| **470-720 Ranch Utilities Expense** | 2,459.77 | 2,499.21 | -39.44 | -1.58% |
| **470-725 Ranch Miscellaneous Expense** | 2,178.98 | 65.00 | 2,113.98 | 3252.28% |
| **470-730 Ranch Property Taxes** | 989.85 | 956.71 | 33.14 | 3.46% |
| **470-735 Memorial Wall Expenses** | 79.07 |  | 79.07 |  |
| **Total 470-000 Rancho CASI de Los Chisos Exp** | **$ 12,827.98** | **$ 7,128.97** | **$ 5,699.01** | **79.94%** |
| **475-000 Scholarship Administrative Exp** |  |  | 0.00 |  |
| **475-100 Postage** | 148.30 | 129.70 | 18.60 | 14.34% |
| **475-200 Printing** | 449.99 | 883.29 | -433.30 | -49.06% |
| **475-300 TICC Plaques** | 648.00 | 648.00 | 0.00 | 0.00% |
| **Total 475-000 Scholarship Administrative Exp** | **$ 1,246.29** | **$ 1,660.99** | **-$ 414.70** | **-24.97%** |
| **490-000 Rules & Sanctioning Expenses** |  |  | 0.00 |  |
| **490-750 Supplies** | 347.67 | 316.06 | 31.61 | 10.00% |
| **490-760 Printing & Copies** |  | 3,373.66 | -3,373.66 | -100.00% |
| **490-765 Postage** | 987.68 | 1,129.85 | -142.17 | -12.58% |
| **490-767 Computer related expense** | 150.20 |  | 150.20 |  |
| **490-770 Miscellaneous Expense** | 212.09 |  | 212.09 |  |
| **490-775 CASI 888 Telephone bill** | 806.62 | 816.30 | -9.68 | -1.19% |
| **Total 490-000 Rules & Sanctioning Expenses** | **$ 2,504.26** | **$ 5,635.87** | **-$ 3,131.61** | **-55.57%** |
| **495-000 Miscellaneous Expenses** |  |  | 0.00 |  |
| **495-905 Bank Charges** | 40.00 | 30.00 | 10.00 | 33.33% |
| **495-915 Online Store** | 5,103.69 | 8,826.96 | -3,723.27 | -42.18% |
| **495-923 990 & 990T Taxes Due** | 299.00 |  | 299.00 |  |
| **495-925 Legal & Other Expense** | 540.00 | 90.70 | 449.30 | 495.37% |
| **495-954 Credit Card Fees** | 1,535.93 | 2,364.64 | -828.71 | -35.05% |
| **495-956 TICC Memorial Board Expense** | 25.00 | 90.00 | -65.00 | -72.22% |
| **495-960 Sponsorship Expenses** |  | 39.00 | -39.00 | -100.00% |
| **495-995 Miscellaneous Expense** |  | 783.60 | -783.60 | -100.00% |
| **Total 495-000 Miscellaneous Expenses** | **$ 7,543.62** | **$ 12,224.90** | **-$ 4,681.28** | **-38.29%** |
| **600-000 GP Meeting Expense** |  |  | 0.00 |  |
| **600-100 Money Paid to Sponsoring Pod(s)** | 2,577.30 |  | 2,577.30 |  |
| **600-110 Beer,Wine, other Hosp Suite** | 262.60 |  | 262.60 |  |
| **600-111 Hotel-Audio or Visual rental** | 2,749.80 | 2,760.00 | -10.20 | -0.37% |
| **600-112 Hotel-Guest rooms** |  | 113.85 | -113.85 | -100.00% |
| **600-113 Hotel-Food and Beverage** | 8,066.15 | 10,885.80 | -2,819.65 | -25.90% |
| **600-120 CASI Directors Expense** | 37.13 | 77.06 | -39.93 | -51.82% |
| **600-130 Printing and Copying** | 10.00 |  | 10.00 |  |
| **Total 600-000 GP Meeting Expense** | **$ 13,702.98** | **$ 13,836.71** | **-$ 133.73** | **-0.97%** |
| **700-000 CLIF Expenses** |  |  | 0.00 |  |
| **700-100 General Liability** | 10,443.30 | 8,799.85 | 1,643.45 | 18.68% |
| **700-140 Directors & Officers Insurance** | 1,329.00 | 1,273.00 | 56.00 | 4.40% |
| **700-160 Volunteers Insurance** | 506.06 | 486.78 | 19.28 | 3.96% |
| **700-200 Insurance Miscellaneous** |  | 798.37 | -798.37 | -100.00% |
| **700-220 Umbrella** | 7,401.45 | 7,185.29 | 216.16 | 3.01% |
| **Total 700-000 CLIF Expenses** | **$ 19,679.81** | **$ 18,543.29** | **$ 1,136.52** | **6.13%** |
| **Total Expenditures** | **$ 257,255.56** | **$ 225,565.02** | **$ 31,690.54** | **14.05%** |
| **Net Operating Revenue** | **$ 89,036.32** | **$ 123,716.31** | **-$ 34,679.99** | **-28.03%** |
| **Other Revenue** |  |  |  |  |
| **890-000 Transfers between funds** |  | -4,000.00 | 4,000.00 | 100.00% |
| **890-100 Paying Fund** | -5,491.02 | -3,733.20 | -1,757.82 | -47.09% |
| **890-200 Receiving Fund** | 5,491.02 | 7,733.20 | -2,242.18 | -28.99% |
| **Total 890-000 Transfers between funds** | **$ 0.00** | **$ 0.00** | **$ 0.00** |  |
| **Total Other Revenue** | **$ 0.00** | **$ 0.00** | **$ 0.00** |  |
| **Other Expenditures** |  |  |  |  |
| **900-000 Charitable Contributions** |  |  | 0.00 |  |
| **900-100 Sul Ross Rodeo Club** | 2,000.00 | 1,500.00 | 500.00 | 33.33% |
| **900-105 Brewster County** | 4,000.00 | 4,000.00 | 0.00 | 0.00% |
| **900-115 Terlingua EMS & VFD** | 5,000.00 | 5,000.00 | 0.00 | 0.00% |
| **900-125 Terlingua School** | 2,000.00 | 2,000.00 | 0.00 | 0.00% |
| **900-130 Terlingua Area Matching Program** | 2,000.00 | 2,000.00 | 0.00 | 0.00% |
| **900-140 Terlingua Chamber of Commerce** |  | 200.00 |  |  |
| **900-145 Special Olympics Texas** | 4,000.00 |  | 4,000.00 |  |
| **Total 900-000 Charitable Contributions** | **$ 19,000.00** | **$ 14,700.00** | **$ 4,300.00** | **29.25%** |
| **950-000 CASI Scholarships** |  |  | 0.00 |  |
| **950-100 CASI Scholarship Program** | 23,600.00 | 29,000.00 | -5,400.00 | -18.62% |
| **950-140 CASI Scholarship - Penderey's** | 1,724.74 | 1,200.00 | 524.74 | 43.73% |
| **950-150 CASI/Tex Schofield Scholarship** | 1,000.00 | 2,500.00 | -1,500.00 | -60.00% |
| **950-160 CASI/Ancira FoC Scholarship** | 1,000.00 | 2,000.00 | -1,000.00 | -50.00% |
| **Total 950-000 CASI Scholarships** | **$ 27,324.74** | **$ 34,700.00** | **-$ 7,375.26** | **-21.25%** |
| **Total Other Expenditures** | **$ 46,324.74** | **$ 49,400.00** | **-$ 3,075.26** | **-6.23%** |
| **Net Other Revenue** | **-$ 46,324.74** | **-$ 49,400.00** | **$ 3,075.26** | **6.23%** |
| **Net Revenue** | **$ 42,711.58** | **$ 74,316.31** | **-$ 31,604.73** | **-42.53%** |

**CASI Projected 2017 Budget**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 2016 vs. 2017 Budget | 2016 | 2016 | 2016 | 2017 | 2017 | 2017 |
|  |  |  |  |  |  |  |
|  | Revenues | Expenses | P & L | Revenues | Expenses | P & L |
| TICC | $ 181,380 | $ 172,337 | $ 9,043 | $ 174,300 | $ 152,862 | $ 21,438 |
| DAILY Operations | $ 114,217 | $ 97,515 | $ 16,702 | $ 108,006 | $ 102,739 | $ 5,267 |
| Scholarships | $ 28,115 | $ 42,050 | $ (13,935) | $ 25,100 | $ 31,500 | $ (6,400) |
| IRS Legal | $ - | $ 2,000 | $ (2,000) | $ - | $ 2,500 | $ (2,500) |
| Depreciation | $ - | $ 8,477 | $ (8,477) | $ - | $ 8,300 | $ (8,300) |
| Net P & L | $ 323,712 | $ 322,376 | $ 1,336 | $ 307,406 | $ 297,901 | $ 9,505 |
| CASH FLOW\* |  |  | $ 9,813 |  |  | $ 17,805 |
| \*Net P & L minus Depreciation | |  |  |  |  |  |

Nancy Hewlett made a motion to approve the 2017 Projected Budget, seconded by Ricky Powell.

**Motion passed: *Unanimous***

**Tally Master Report**

**FINAL #’S for 2016 #’S THRU 1/15/2017 #’S THRU 1/19/16 2016-2017 +/-**

**COOK-OFFS HELD 443 121 131 (-10)**

**CHILIS JUDGED 13,657 3527 3952 (425)**

**QUALIFIED COOKS 439 67 72 (5)**

**QUALIFIED SHOW TEAMS 161 28 29 (1)**

**DOLLARS RAISED $1,212,233 $285,588 $302,821 ($17,233)**

Randy Pittman said this report reflects results from cook-offs that have been held and the paperwork has been received by the Assistant Tally Master through 1/15/2017 and submitted to the Trails for publication. The report does not reflect cook-offs that have been held in which the Assistant Tally Master is awaiting completed paperwork and payment.

Kris Hudspeth stated that everything is trending downward and we do not have the 50th to rely on. He asked the board to reach out to their Pods to see if there are challenges that we don’t know of. See if we can provide assistance so we can get these numbers turned around. The lower these numbers go; it affects our self insurance fund, our general fund and our Great Pepper meeting fund.

Kris Hudspeth asked Randy Pittman to report how many cookoffs were cancelled and how many of those were in Texas. Randy reported that to his knowledge there were two or three weather related cancellations. Kris asked that Randy provide a report that has a comparison of a couple of years to current for the summer board meeting. Randy said he will provide numbers from 2013 forward.

Nancy Hewlett made a motion to accept the Tally Master report, seconded by Scotty Parker.

**Motion passed: *Unanimous***

**Events Committee Report**

The Event Committee reviewed and approved the Indiana State Championship relocation to Noblesville, IN to be held May 6, 2017. The application requested relocation of the cook off due to dwindling participation at the previous location and new sponsorship. The board approved the application on September 19, 2016.

The Event Committee reviewed and approved the Southeast Regional Open Championship to be held on May 6, 2017 in Huntsville, AL. This cook off was held in Florida last year. The board approved the application on September 28, 2016.

Cindy Noe said that she has not received any applications for the U. S. Open that rotates venues.

Susan Armand made a motion to accept the Events Committee report, seconded by Scotty Parker.

**Motion passed: *Unanimous***

**Sponsorship Report**

Kris Hudspeth said that Richard Knight reports that the 2016 Sponsorship financials ended with a very good year and greatly contributed to the success of the 50th TICC and the general cash flow.

The Friends of CASI program had a great year and CASI needs to continue with the promotion of membership in this group. Richard recommends that a CASI Director be assigned to the FOC group to maintain communication and promote the program.

For the year 2016 there were no Legacy sponsors. There was one new Gold Sponsor, Teasdale (Mexene Chili Powder) and Statewide Remodeling moved from FOC to a Silver Sponsor category.

The 50th TICC was well attended by the sponsors and the Sponsorship Committee received good reports from the attendees.

Richard has begun to touch base with the CASI sponsor base for the 2017 year and so far, the results have been enthusiastic. Richard and Committee Members will continue to search for additional sponsors for the 2017 51st TICC.

Kris Hudspeth will take over the Sponsorship Committee and has asked Susan Armand, Cindy Noe and Nancy Hewlett to take the lead over Friends of CASI sponsorships. He said some of our FOC sponsors moved over to Silver status. We like to see them move from Silver to Gold if we can. At this time there are no Legacy sponsors.

Cindy Noe made a motion to accept the Sponsorship report, seconded by Kris Hudspeth.

**Motion passed: *Unanimous***

**Ranch Report**

Don Hoy reported that the area around the concessions needs to be open so that water can run through it. He said they need to work on the electricity to separate the fans from the WIFI. He said that the area behind the bars and main concession need to be cleaned out. He talked to Kyle Adams and it is just too far for him to bring his equipment. However, he will contact a guy in Alpine but it would probably run between $15,000 and $20,000 to scrape out some of the rock and help the water flow behind those areas. The store building is starting to rust in the back and we will need to do something about that. The county can do some work in the area where the bands are to help with the water and trade it out without using dollars out of pocket. Will ask Troy to come clean out the trash from behind the buildings too.

Cindy Noe asked if the water could be diverted and Don Hoy said that it would go toward the ice trailer area and that wouldn’t work. Kris Hudspeth asked Don if he would check with the guy in Alpine to see if he would trade some sponsorship for it. If it can be lowered in any way, it would be less out of pocket. The policy for borrowing from the Life Membership fund says that if funds are borrowed for any catastrophic loss or capital improvement, then the board will decide on the payback period. The problem is having a ten year payback period, but if we could trade out sponsorship credit our costs could be lower.

Randy Pittman asked if there happened to be video of the flood that occurred on Thursday night, November 3rd to help show the members why this possible expense is necessary. There were several members there that saw how quickly it turned into a flood, but not a lot of members were there.

Susan Armand stated that this could turn into a catastrophic loss if it is not fixed now. We don’t want to lose everything because we are nickel and diming on repairs. Erosion is a problem. The water was over four inches in the store and bar. She said we all agree it has to be done and if it takes ten years, then we need to do it. We are self insured and have $10,000 in the fund. If we lose a building we would have to replace it out of those funds. Kris Hudspeth said that the reason we went self insured is because we had not had an event in 25 years or loss and that lowered our premiums.

Scotty Parker mentioned that the cell tower brings in $7,200 each year and that $14,400 for two years would take care of it. Cindy Noe said only if you did nothing else to the ranch for two years, because the cell tower money is used for ranch improvements. Susan Armand said it sounds like this is number one on the list to repair at the ranch and number two is general maintenance as in the electrical work, get keypad locks. Cindy Noe asked if the keypad locks could wait since we have keys and save that money. Don Hoy said that the general repairs will run $5,000 to $6,000. Scotty Parker said that quite a bit of work was done last year.

Randy Pittman suggested that Don Hoy get the bid and then we see where our priorities are. Keith Longabaugh said that he didn’t know if ten years was enough but he didn’t want to saddle a future board with a ten year payback either. Kris Hudspeth said that depending on the quote from Don that we know it will be more than a two year payback but in reality it could be less than a ten year payback. He said we need to decide on an attainable payback period.

Kris Hudspeth thanked Don Hoy and Scotty Parker for all their hard work on the ranch and said it looked amazing this year.

Susan Armand made a motion to accept the Ranch report, seconded by Nancy Hewlett.

**Motion passed: *Unanimous***

**Membership Report**

Keith Longabaugh presented the following as of January 22, 2017.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **2015** | **2016** | **2017** |  |
| Annual | 787 | 711 | 670 |  |
| Corporate | 21 | 20 | 16 |  |
| Life | 525 | 549 | 632 |  |
|  |  |  |  |  |
| Total | 1333 | 1280 | 1318 |  |
|  |  |  |  |  |
|  |  |  |  |  |

Mary Ellen Gillen made a motion to accept the Membership report, seconded by Kris Hudspeth.

**Motion passed: *Unanimous***

**Trails Report**

Kris Hudspeth said that Pam Clark and Mary Ellen Gillen are tracking the cost of the trails and the advertising revenues. The revenues are up $824.00 over last year and the expenses are up $2,432.00 which is a net increase in expenses of $1,608.00. He said that the computer related expense was a onetime expense that won’t reoccur in 2017. This was for the NDesign program. Dave Hewlett said that we should see a decrease in postage of about $75 per month starting in February. He said if we print any less, we will pay more per issue. Nancy Hewlett said that we need to see if the mailing boxes can be reduced and send less than 25 to see if the cost will go down and possibly use a mailing envelope. Susan Armand is the Trails Director and she will get with Pam Clark and see if it is cheaper to send 25 bulk or individual priced envelopes. Randy Pittman said that it has been his observation that when the Trails are ordered for a cookoff that they tend to lay on a table and is not handed out. Nancy Hewlett said to research if it is cheaper to send 10 in an envelope. Kris Hudspeth asked Susan Armand to try to lower the expenses and look at reducing the costs again in the summer meeting.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Total** | | | |
|  | **Jan - Dec 2016** | **Jan - Dec 2015 (PP)** | **Change** | **% Change** |
| **Revenue** |  |  |  |  |
|  |  |  |  |  |
| **330-000 Terlingua Trails** |  |  |  |  |
| **330-400 Advertisements** | 2,002.50 | 1,178.50 | 824.00 | 69.92% |
| **Total 330-000 Terlingua Trails** | **$ 2,002.50** | **$ 1,178.50** | **$ 824.00** | **69.92%** |
|  |  |  |  |  |
| **Expenditures** |  |  |  |  |
|  |  |  |  |  |
| **410-000 Terlingua Trails Expenses** |  |  |  |  |
| **410-300 KDT - Printing Costs** | 8,325.12 | 7,825.80 | 499.32 | 6.38% |
| **410-305 KDT - Parcel Post** | 3,759.28 | 2,678.82 | 1,080.46 | 40.33% |
| **410-310 KDT - Bulk Mail** | 8,720.20 | 7,789.23 | 930.97 | 11.95% |
| **410-330 Editor Computer Related Expense** | 269.54 | 0.00 | 269.54 |  |
| **410-335 Editor Postage Expense** | 215.00 | 225.00 | -10.00 | -4.44% |
| **410-340 Editor Supplies** |  | 338.25 | -338.25 | -100.00% |
| **Total 410-000 Terlingua Trails Expenses** | **$21,289.14** | **$18,857.10** | **$2,432.04** | **12.90%** |
|  |  |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Total |  |  |
|  |  | Bulk | # Boxes | Box total | Copies | Pages | TICC |
| **2016** |  |  |  |  |  |  |  |
| Jan |  | 1229 | 21 | 525 | 1754 | 36 |  |
| Feb |  | 1229 | 20 | 500 | 1729 | 36 |  |
| Mar |  | 1241 | 18 | 450 | 1691 | 36 |  |
| Apr |  | 1233 | 28 | 700 | 1933 | 36 |  |
| May |  | 1229 | 20 | 500 | 1729 | 36 |  |
| Jun |  | 1209 | 24 | 600 | 1809 | 32 |  |
| Jul |  | 1208 | 24 | 600 | 1808 | 32 |  |
| Aug |  | 1213 | 15 | 375 | 1588 | 32 |  |
| Sep |  | 1230 | 25 | 625 | 1855 | 36 |  |
| Oct |  | 1234 | 35 | 875 | 2109 | 40 | 4 |
| Nov |  | 1239 | 18 | 450 | 1689 | 36 |  |
| Dec |  | 1173 | 17 | 425 | 1598 | 40 |  |
|  |  |  |  |  |  |  |  |
| **2017** |  |  |  |  |  |  |  |
| Jan |  | 1152 | 20 | 500 | 1652 | 32 |  |

Scotty Parker made a motion to accept the Trails report, seconded by Don Hoy.

**Motion passed: *Unanimous***

**Events Report**

Nancy Hewlett said she took over the Events (Upcomings) on October 13, 2016. Since that time she has entered 260 cookoffs into the new system.

She said she has not encountered many problems and what there were have tapered off. We still need to educate some of the people who input cookoffs on the requirements. People are not accustomed to having to know the county or zip code of the event. They also tend to leave off the email address of the contact. Hopefully the people will start using the new forms where all the info required is listed.

We need to also educate them on the browsers that are compatible with our system. Some of the browsers do not allow the submit button to be shown.

After the rules change she strongly urged us to think about the printing of the new rule books. The current books are done in really nice paper, but it is also heavy weight and drives up the cost of mailing packets.

She believes the new system has greatly reduced the amount of time spent on Events. She said she knows that Dorathy sat at her computer a lot, but she finds that the new system affords her a lot of flexibility in that she can use her IPAD and her phone to input events wherever she is. She does have to be home to print packets, but the cookoffs still get entered timely.

Randy Pittman asked if there was a place on CMS to mark that tickets or needed or Trails. Nancy said there was and that there is also address lines to complete for where those items will be shipped.

Ricky Powell made a motion to accept the Events report, seconded by Mary Ellen Gillen.

**Motion passed: *Unanimous***

**Scholarship Report**

Nancy Hewlett and Keith Nash reported that we have $36,025 encumbered for scholarships. That amount includes the Pendery’s money. The calculation is the $123,277 in the bank less $36,025 encumbered equals $87,252 divided in half equals $43,626 available for scholarships. The budget assumes that we would have $30,000 available for scholarships. Kris Hudspeth said that we could give it all, but if scholarships were down next year then we would only be able to give the $8,000 next year.

Nancy Hewlett said that $30,000 would give the $8,000 and then they would be able to give 5 scholarships and if they got an application, they could give one trade scholarship. She said that 5 academic scholarships were given last year. She said they are supposed to do a ratio of academic and trade but because there were no trade applications last year they didn’t.

Keith Nash said that he should have a trade application coming out of one of his schools this year. He said that he is requesting that $5,000 be unencumbered. Sam Gustavson, $3,000, is no longer enrolled in school, Jermiah Baker, $1,000, graduated and Thomas Pennell, $1,000, graduated.

Nancy Hewlett made a motion that $5,000 in scholarship funds be unencumbered, seconded by Scotty Parker.

**Motion passed: *Unanimous***

Kris Hudspeth made a motion to approve $30,000 for the scholarship fund, seconded by Cindy Noe.

**Motion passed: *Unanimous***

**Old 320 Report**

Kris Hudspeth read the following report from Bob Steinle, Alcalde.

“This past November TICC 50 went very smoothly from the perspective of the Old 320.

Wednesday morning saw approximately 15 volunteers efficiently marking all of the chili and show spots in the arena. All tasks were completed in less than two hours, including breaks for rehydration. Ralph Hay is to be commended for procuring and icing down the required beverages.

The new speakers purchased with money from last year’s chili sales were installed early in the week and were used several times for various events. By all accounts the improvements were well received.

The Old 320 held our annual meeting after announcements on Scholarship Friday. I (Bob Steinle) was elected for a second (and last) 2 year term.

On TICC Saturday 237 cooks prepared their chili in the arena. Two Wendell Rankin stoves were raffled off to the participants. They were won by Christy Watkins of Maryland and Janie Burross of San Marcos.

I would like to request that the board again approve the stove raffle for TICC 2017.

320 Members again sold chili during the Showmanship period. Money collected from the sales will be used to purchase one additional speaker to cover the concession area.”

Nancy Hewlett made a motion to approve the purchase of two Wendell Rankin stoves for the Old 320 raffle, seconded by Randy Pittman. Kris Hudspeth said that we usually approve the purchase and Wendell takes the cost of the stoves out of the raffle money and it doesn’t cost CASI anything.

**Motion passed: *Unanimous***

Keith Longabaugh said that he would like to see the amount of money raised in future reports from the chili sales. Don Hoy asked what we will do when Wendell Rankin retires from painting stoves. Kris Hudspeth said that we would reach out to some of our members. Kris Hudspeth asked Keith Longabaugh to reach out to Wendell about painting stoves for TICC 2017.

**Friends of CASI Report**

Kris Hudspeth reported that $36,100 in donations was given by the Friends of CASI (FOC) last year. He said he has already begun receiving money for this year. He said that FOC at $36,000 is almost equal to four gold sponsors. As it continues to grow and get bigger, it is our largest cash donor. It is a vital success to TICC and to the success of CASI. One of the suggestions from Jim Ezell was to have a project and show the FOC something tangible that is a CASI project. He suggested using the leftover funds to help pay for the cost of the dirt work at the ranch to help offset the cost.

Keith Longabaugh reminded the board that the excess funds are already on the books and that we just allocate the funds to a project rather than applying it to the general fund as per policy.

Kris Hudspeth said that Susan Armand, Cindy Noe and Nancy Hewlett will take the lead over Friends of CASI sponsorships in 2017.

Nancy Hewlett made a motion to accept the Friends of CASI report, seconded by Kris Hudspeth.

**Motion passed: *Unanimous***

**New Business**

Kris Hudspeth said that the TICC assignments were discussed in the workshop and the promo items that are in the budget were approved. Susan Armand will look at putting a design on the front of the neck wallets rather than just the TICC initials. Kris Hudspeth is working on the entertainment and will get with Casey Pilgreen.

**Online Store Report**

Susan Armand gave the following report. She said there were a total of 117 sales in 2016, averaging $55.68 per sale.

Coggins was going to charge a storage fee and a per line fee for all new non Coggins purchases, but as of 12/2016, they have not charged us. As for now they will keep everything as is unless we add more items not purchased through them.

Expenses in 2016 - $5,103.69; Sales in 2016 - $6,514.00; Profit - $1,410.31

Online Store Team as of 12/2016:

Susan Armand, Director

Sonja Streich, Chair

Kris Stewart, Member

Sandy Thomas, Member

Brandy Reid, Member Inaugural

Sherrie Davis, Member

Ted Fichtl, Advisor

She said the goal is to move the inventory we have now so we can have new items soon. A sale to do this very thing is in the works.

Kris Hudspeth made a motion to approve the Online Store report, seconded by Nancy Hewlett.

**Motion passed: *Unanimous***

Kris Hudspeth made a motion to approve the printing of 5,000 brochures at a cost of $240.00, seconded by Scotty Parker.

**Motion passed: *Unanimous***

Kris Hudspeth made a motion to write a check to the Irving Elks Lodge in the amount of $300, seconded by Susan Armand.

**Motion passed: *Unanimous***

Keith Longabaugh asked what decision was made regarding the emcee position. Kris Hudspeth said that it was decided that we would send an email to the GP’s and put it on Facebook that we would accept applications until April 1st. It will also go in the Trails. Ron Barnes and Joe Braden will not have to send in an application. The decision will be made in the summer board meeting. Brian Hebert expressed an interest in an audition so Kris Hudspeth will reach out to him for an application. All applicants need to decide where they will audition and let the board know so they can attend.

**Governance Committee Report**

Susan Armand said “This is the year to get this committee working to benefit CASI. There were no guidelines, policies and procedures, or even notes from previous years about running this committee. After carefully selecting the committee, they began researching governance committees and their role within nonprofit organization. It was important that a basic knowledge was formed and understood. After months of research, the committee started writing a Policies and Procedures manual as well as starting to implement this committee’s duties.”

The major role of this committee this year is to:

1) Get the CASI Policy book in order and submitted to the board for approval. Then it is the committee’s job to keep the policy book current with any changes throughout the year.

2) Make sure CASI is compliant with its filings, being the “reminder” to those responsible for actually filing forms, documents, renewals.

3) Accept questions regarding policy clarification, then as a committee discuss the questions, agree to possible solutions, and then write a report to the President with its findings and suggestions for change. Once the board has voted, it then will change or correct the policy book from the board results.

The future goals of this committee are:

1) Develop and initiate an evaluation/questionnaire/form for the Directors to assess their opinions on their duties, their roles within CASI, and their contributions as a Director.

2) Develop a mentoring program, with the help of Kris Stewart, to make the newly elected directors transition into their roles easier and less confusing. It is there for experienced directors as well, especially if their role within the board has changed.

3) Develop guidelines for searching out potential candidates for the board.

As of 01/04/17, a Governance Committee P&P Manual is being proofed.

As of 01/04/17, an updated CASI Policy Book is being proofed and updated and will be submitted for approval once completed.

As of 11/28/16, the first Governance Committee report was submitted to the CASI President, which in turn was submitted to the Board of Directors for a vote. This report clarified and defined the types of meetings when involving CASI Board of Directors.

As of 12/16/16, the second Governance Committee report was submitted to the CASI President. This report would be a change in the Policy Book, if approved, and is regarding NSF checks to CASI. As of 01/04/17 this has not been sent for a vote.

As of 01/04/17, the Governance Committee is developing the first Director’s Self-Evaluation form and requested completed form by 1/13/17 so the committee can make its report at the Winter Board Meeting. It was tabled until the Winter Workshop to clarify its need.

The Governance Committee members are:

Susan Armand, Chair

Randy Pittman, Co-Chair

Dick DeiTos, GP

Ted Fichtl, Member at-large

Dave Richardson, GP, Governance Committee Secretary

Clyde Rogers, Member at-large

Deanna Johnson, Member at-large

Bill Pierson, Outside Advisor

**An Introduction to CASI Governance Committee**

1) The Governance Committee monitors the relationship of CASI to its members, making sure CASI’s corporate actions are legal and compliant with laws and regulations at all levels of government pertaining to 501(c) (3) organizations.

*This means this committee makes sure forms are filed in a timely manner and that we never find ourselves in the same situation we once were when we almost lost our 501(c)(3). We keep records of expiration dates and make sure all filings are renewed, if needed, and that CASI remains compliant.*

2) It monitors board activities, and evaluates board performance collectively and individual members' performance, including BOD member self-evaluation, according to metrics’/standards approved by the CASI BOD. The results will be gathered by a non-director and then a report will be written and presented to the President. All self-evaluation data will be kept confidential by the committee secretary.

*These means the committee makes sure that the directors, both new as well as seasoned, are comfortable with their jobs, that they have no questions or concerns about them, and that they are being open about the good and bad surrounding their assignments. If there are problems, the report would reflect this and the President would/could refer them to the proper channel/person to resolve their problem or concern. This committee would not have access to the results and is only preparing the forms.*

3) Education and training will be accomplished through adequate governance policy development, recruitment strategies and training programs.

*This means eventually this committee will work on a mentoring-type program for newly elected directors to help them adapt and understand their role. Since there is no type of recruitment for directors, this committee will be reviewing the possibility of adopting one, but this is a future goal*.

4) This committee updates the CASI policy book with each change and keeps detailed records of its proceedings, finding, and suggestions. This committee reports to the CASI board through the President on all items with suggestions from research it has done.

*The CASI policy book is being updated now and is going to be submitted to the President soon for the board to read and evaluate. This current policy book has been reformatted recently and some wording has been corrected as well as spelling and other minor details. This update was done by Richard Knight and has taken him a while to complete. This policy book is the GC’s “bible” and is what we work from. It is the committee’s job to keep it up-to-date once the changes have been approved by the board.*

5) This committee will also help find prospective board members for upcoming elections, although not solely responsible for this task.

*This means that at some point in the future, there will be guidelines for seeking out prospective board members and this committee will assist those interested in becoming a director.*

Seeking out information about nonprofit governance committees the committee used several sources:

GuideStar - <https://www.guidestar.org/Articles.aspx?path=/rxa/news/articles/2012/need-to-improve-a-governance-committee.aspx>

<https://trust.guidestar.org/the-irs-view-of-nonprofit-governance>

Associated - <http://www.associated.org/file/_4-what-we-do/leadershipdevelopment/Governance-Committee-Description.pdf>

Blue Avocado - <http://www.blueavocado.org/content/boards-should-only-have-three-committees>

Nonprofit Quarterly - <https://nonprofitquarterly.org/2011/11/04/i-love-governance-committees-and-you-should-too/>

Gail Perry - <https://www.gailperry.com/checklist-for-a-top-level-board-governance-committee/>

Compass Point - <https://www.compasspoint.org/board-cafe/governance-committees-new-trend-nonprofit-boards>

IRS - <https://www.irs.gov/pub/irs-tege/governance_practices.pdf>

The Center for NonProfit Resources - <http://www.c4npr.org/main/board-governance/>

Cause & Effect - <http://www.ceffect.com/2008/07/31/a-governance-committee-can-have-a-big-impact-on-your-nonprofit-board/>

Charity Lawyer - <http://charitylawyerblog.com/2009/10/05/top-15-non-profit-board-governance-mistakes-from-a-legal-perspective/>

Lead Together - <http://leadtogether.org/governance-models-an-essay-by-nathan-garber-with-reflections-by-michael-soule/>

Susan Armand said that the committee is working to complete the policy and procedures manual first, but the NSF policy needs to be written before the manual can go to the board. Discussion of the NSF policy led Kris Hudspeth to ask the committee to rework the NSF policy based upon the discussion and send it to him to send out to the board.

Randy Pittman made a motion to table the vote on the policies until we have further review of the NSF policy that the Governance Committee presented, seconded by Kris Hudspeth.

**Motion passed: *Unanimous***

At 10:35 AM the guests were asked to leave the meeting for a recess.

At 12:05 Kris Hudspeth made a motion that the CASI board resumes the regular CASI board meeting, seconded by Keith Karaff.

**Motion passed: *Unanimous***

Kris Hudspeth asked the board to go to their Pods and remind them that since the Great Pepper’s meeting will be held out of Texas, for the first time in a long time, that they should start fund raising now. It is a rules change year and we will have director elections. It is their chance to put their mark on the organization through the election of directors and rule changes. We need to make sure that we have 100% attendance from every pod and we don’t want the costs to come as a surprise. Nothing in the rules for having your pod as the charity three or four times a year. The airfare will be between 3 and 5 hundred plus hotel expenses. A rough estimate is about $1,000 in expenses. Talk to them about doubling up in hotel rooms to save costs.

Kris Hudspeth made a motion to approve the special award at TICC that ties into the year of the pod, seconded by Mary Ellen Gillen.

**Motion passed: *Unanimous***

The summer board meeting will be in Houston in July. The date will be determined next month. It will be one day only, with the workshop in the morning and the meeting in the afternoon.

Don Hoy made a motion to adjourn, seconded by Mary Ellen Gillen.

**Motion passed: *Unanimous***