

**STACK TESTING ACCREDITATION COUNCIL (STAC)
BOARD OF DIRECTORS' AND MEMBER'S MEETING
Minutes of March 10, 2010**

A meeting of the Board of Directors of the Stack Testing Accreditation Council (STAC) was held Wednesday, March 10, 2010, at the SES conference in Panama City Beach, Florida. Several general members were also in attendance.

Present: Scott Evans, Angela Hansen, Rob Patterson, Phil Billick, Scott Swiggard, Walter Smith, Bob Finken, Jeff Burdette, Jim Serne, Charles Simon, Jason Bouwman, Thomas Leach, Bill Walter, Jim Locke, Quinn Bierman, Troy Burrows, Maggie Cangro, and Scott Banach. John Schakenbach, Bob Platt and Frank Jarke attended via phone.

Scott Swiggard called the meeting to order and welcomed all.

Treasurer's Report: Will be added later by Angela Hansen.

Action Items for immediate attention:

- 501(c)(3) documentation not yet completed
- Document control log – Jim Locke will revisit
- Quality Manual template – Scott Evans will have by end of March

New Business:

There is a need to balance the BOD. Angela made a motion to add John Schakenbach to the board – second by Troy Burrows. A vote of all present passed. Troy has been elected to chair the TAB, and so tendered his resignation from the BOD. His resignation was accepted by Scott Swiggard. The three directors ending their terms are Mike Hartman, Bob Finken and Troy Burrows. Bob Finken appointed Jim Serne to represent SES on the BOD.

Angela asked about hiring an accountant for STAC. Discussion followed regarding the role of a paid employee that could also assist TAB and the STAC BOD. There is not a need for a full time accountant. STAC is registered in Illinois - it was suggested that the accountant should be Illinois based. Angela, Bill Walter and Phil Billick will form the committee to find an accountant.

General Manager Report:

Scott Evans asked that the STAC BOD minutes be posted on the STAC website. Bill Walter is the web master of that site, and will post all STAC items that are forwarded to him.

Scott asked that “membership” in STAC be defined. He suggested a small membership fee be required to be a voting member of STAC. Discussion regarding individual membership vs. organizational membership continued.

Angela moved to adjourn the BOD meeting; Rob Patterson second. Meeting was adjourned.

Account Balances - As of 3/6/2010

As of 3/6/2010

3/6/2010

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Account	3/6/2010 Balance
Bank Accounts	
STAC-Checking	12,289.58
STAC-Savings	0.00
TOTAL Bank Accounts	12,289.58
OVERALL TOTAL	12,289.58

Certificate of Deposit

9133.15

\$ 21422.73

2009

Itemized Categories - Last year

1/1/2009 through 12/31/2009

3/6/2010

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Date	Account	Num	Description	Memo	Tag	Clr	Amount
INCOME							20,029.07
Application Fees							750.00
1/28/2009	STAC-Checking	DEP	... Deposit	Dominion Generation		R	750.00
Assessment Fee							14,717.94
1/28/2009	STAC-Checking	DEP	... Deposit	Dominion Generation		R	5,000.00
3/18/2009	STAC-Checking	DEP	From PayPal	CK Environmental		R	4,800.00
11/20/2009	STAC-Checking		Transfer Paypal 4R9J23XQJHHFS	GE		R	4,917.94
Invest Inc							4,561.13
2/24/2009	STAC-Checking		Transfer CD balance To Checking Account	cash out old CD to buy new o...		R	4,561.13
EXPENSES							-12,155.49
Uncategorized							0.00
3/25/2009	STAC-Checking	1310	**VOID**Walter Smith & Associates			R	0.00
Bank Charge							-60.00
5/4/2009	STAC-Checking	EFT	Pay Pal	monthly fee for Pay Pal		R	-30.00
6/3/2009	STAC-Checking		Echeck Paypal 4R9J23QBMNCAU	monthly fee for Pay Pal		R	-30.00
CD Purchase							-9,000.00
2/24/2009	STAC-Checking		Purchase CD	purchase new CD		R	-9,000.00
Computer							-53.49
5/25/2009	STAC-Checking	1312	Angela Hansen	purchase of Quicken software		R	-53.49
Lead Assessor Fee							-3,000.00
1/27/2009	STAC-Checking	1307	Walter Smith & Associates	CK Environmental		R	-3,000.00
Postage and Delivery							-42.00
4/15/2009	STAC-Checking	1311	Postmaster	for Treasurer's PO Box		R	-42.00
OVERALL TOTAL							7,873.58

Income/Expense Comparison by Category - 2010:4

1/1/2009 through 12/31/2010

3/6/2010

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Category Description	1/1/2009- 12/31/2009	1/1/2010- 12/31/2010	Amount Difference
INCOME			
Application Fees	750.00	0.00	-750.00
Assessment Fee	14,717.94	0.00	-14,717.94
Invest Inc	4,561.13	0.00	-4,561.13
TOTAL INCOME	20,029.07	0.00	-20,029.07
EXPENSES			
Uncategorized	0.00	0.00	0.00
Bank Charge	60.00	0.00	60.00
CD Purchase	9,000.00	0.00	9,000.00
Computer	53.49	0.00	53.49
Lead Assessor Fee	3,000.00	3,000.00	0.00
Postage and Delivery	42.00	0.00	42.00
TOTAL EXPENSES	12,155.49	3,000.00	9,155.49
OVERALL TOTAL	7,873.58	-3,000.00	-10,873.58

Income/Expense Comparison by Category - Last year:2

1/1/2008 through 12/31/2009

3/6/2010

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Category Description	1/1/2008- 12/31/2008	1/1/2009- 12/31/2009	Amount Difference
INCOME			
Application Fees	3,750.00	750.00	-3,000.00
Assessment Fee	10,000.00	14,717.94	4,717.94
Invest Inc	1,000.00	4,561.13	3,561.13
TOTAL INCOME	14,750.00	20,029.07	5,279.07
EXPENSES			
Uncategorized	0.00	0.00	0.00
Bank Charge	25.00	60.00	-35.00
CD Purchase	0.00	9,000.00	-9,000.00
Computer	0.00	53.49	-53.49
Field Assessor Fees	1,695.00	0.00	1,695.00
Lead Assessor Fee	12,025.00	3,000.00	9,025.00
Postage and Delivery	21.00	42.00	-21.00
TOTAL EXPENSES	13,766.00	12,155.49	1,610.51
OVERALL TOTAL	984.00	7,873.58	6,889.58