

EXECUTIVE BOARD MEETING MINUTES

A regular meeting of the Executive Board of the Family RV Association was held on Saturday, July 12, 2025. The National President and National Secretary were both present. National President Paul Mitchell called the meeting to order at 9:01 a.m. Eastern Time. A quorum was established.

Members present:

Paul Mitchell	National President
Bob Weithofer	National Vice President
Barbara Smith	National Treasurer
Barbara Schleuse	Northwest Area President
Wayne Cernie	Rocky Mountain Area President
Bill Dees	Southeast Area President
Dianna Huff	South Central Area President
John Jacobs	Midwest Area President
Dick Lowman	International Area President
James McDaniel	Western Area President
Bill Newton	Northeast Area President
Gary Milner	Immediate Past President (non-voting member)

Members present via Zoom:

Pamela Richard	National Secretary
Gary Lyons	Eastern Area President
Kevin Watters	Great Lakes Area President

Staff present:

Brian Bacik	Controller
Penny Gortemiller	Director of Chapters and Governance
Sherry Light	Membership Director
Larry Pennington	IT Director
Danielle Powell	Chapter Services Assistant

National President Paul Mitchell called on Bill Dees for the invocation. Bob Weithofer led the Pledge of Allegiance to the Flag of the United States of America.

President Mitchell called on Pamela Richard for the Secretary's Report. Pamela noted that the minutes of the previous meeting held May 23, 2025, were approved by email and are available online.

President Mitchell asked for corrections to the minutes of the meetings held on May 23, 2025. There were none, and the minutes were approved as distributed.

President Mitchell called on Treasurer Barbara Smith for the Treasurer's Report.

Barbara Smith reported on the revenue and expenses year to date from October 1, 2024, to May 31, 2025. The income was \$5,434,182 and was \$137,025 below last year. The expenses were \$5,959,273, or

\$213,687 better than last year. The operating loss was (\$525,091.) There was a net change in assets of (\$702,700.) Barbara noted that the deferred dues account balance is \$3,323,691 and called on Brian for the cash flow report.

Brian Bacik reported the account balances, the cash flow, the Gillette money received, and the expenses for Gillette and the deposit for Sedalia.

It was reported that the cash on hand minus outstanding invoices makes a negative balance of (\$156,709.) This is the reason a notification was sent to the Executive Board that a withdrawal from investments was being made. A withdrawal of \$200,000 was needed to pay down the credit line on the American Express bill, make the biweekly payroll, Arch, T-Mobile and AT&T.

Barbara Smith reviewed the charts from the Governing Board book with the Executive Board members. They reviewed operating income, convention income, and the chart showing employee cost per member, adjusted for inflation.

They also discussed the transition to the new AMS system. It was reported that the reports that calculate deferred dues are not completed yet, and that Brian can see the account balances each day for now. It was noted that the reports should be completed within the next month or so. Brian noted that the reports do not affect the daily accounting tasks.

Barbara Smith moved to accept the Treasurer's Report. The motion was seconded and carried unanimously.

President Mitchell called on Harry Hentschel for the Member Services Committee Report.

Harry Hentschel reviewed the annual committee report that would be distributed to the Governing Board upon check-in. He highlighted several items that the committee worked on during the year. Notably, the development of templates for new proposals, reviewing existing partnerships, and seminars that were developed for International Conventions. Harry suggested that a member survey be developed and the outline was distributed to Board members in a previous email.

President Mitchell called on Bob Weithofer for the dues refund policy with regards to Policy and Procedure #1017, Membership Fees and Dues. Bob reported that per the policy, only full, pre-paid dues will be refunded if requested.

Bob Weithofer moved to amend P&P #1017, Membership Fees and Dues, to replace the words "Executive Board" with the word "President" in paragraph 8 on page 3. The motion was seconded and discussion followed.

Bob noted that this policy and procedure has Governing Board approval level, and this motion is a recommendation to the Policy and Procedure Committee. The rationale provided is that this amendment will speed up the refund process and make it easier for the members. By changing the authorization to the president, it will not take a motion from the Executive Board to issue refunds.

He reiterated that partial years will not be refunded. He would expect that the Membership Director will report on refund requests, as has been done previously.

The motion carried.

The issue of telephone reimbursement for Board members was discussed. It was noted that since most cell phones include unlimited calling minutes, there would no longer be a monthly reimbursement for using personal cell phones for FRVA business for Executive Board members.

Bob Weithofer moved to discontinue issuing telephone reimbursement or phones to Executive Board members. The motion was seconded.

It was also noted that this means FRVA will no longer issue cell phones in order to conduct FRVA business. Personal cellphones will be utilized. Mifi units will still be issued to Board members. It was noted that there are two Executive Board members who have FRVA issued phones. It was reported that the board members will continue to use the FRVA issued phones until they leave their current positions.

The motion carried with one “no” vote from Bill Newton because he is still in office and directly affected.

The Board conducted their regular review of the Area Rally/RV Show Date calendar. It was noted that the Midwest Area is conducting their rally at the end of the Sedalia, Missouri, convention, as discussed in previous meetings. A suggestion was made to copy the Executive Board members when putting dates together so that everyone will know the timeframe for each area rally.

Kevin Watters noted that the 2026 Great Lakes Area Rally dates moved from the original dates of June 3-6 to June 10-13, 2026. He also added the dates of June 9-12, 2027, in Allegan, Michigan, for their area rally. James McDaniel added the dates of January 6-10, 2027, for the Western Area Rally, in Indio, California.

President Mitchell had one additional item for discussion, noting that he requested the Executive Board contact the new members and welcome them to the Association. He asked Sherry Light to provide a telephone call script to use when contacting new members. There are several items to touch base to ensure they are aware of the member benefits and chapter membership opportunities with FRVA.

A suggestion was made to add the referral code to the list of new members so that the Board member knows how they came to us. One Board member noted that if they don't know the phone number calling, they are not likely to answer calls. Sherry will do monthly reports and include their RV brand.

The meeting adjourned at 10:36 a.m.



Pamela Richard
National Secretary



Paul Mitchell
National President