



Virginia ACL Users Group



Executive Committee Meeting Minutes

December 5, 2005

Teleconference

President Charley Gauntt of Southern States opened the December 6, 2005 teleconference meeting of the Executive Committee shortly after 9 AM. Also connected on the call were Treasurer Cathy Flinn, Secretary Gary Martin, Oversight Committee Chair Kurt Crump and Oversight Committee Member Alan Tachikawa. The Vice President position was vacant. Oversight Committee member Kimberly Taylor is resigning and was absent.

1. **Minutes**—The October 20, 2005 Users Group DRAFT Minutes had previously been sent, were reviewed, no changes were noted, and ready for approval at the next Users Group Meeting scheduled for December 9, 2005. The September 30, 2005 Executive Committee DRAFT Minutes had previously been sent and were reviewed. Gary Martin moved approval, Cathy Flinn seconded and motion passed.
2. **Treasurer's Report**—The Treasurer shared income, expense and cash balance numbers providing a FAX copy of the reports as of November 30, 2005 (attached to original Minutes) showing \$18,100 income, \$15,602.26 expenses, net income of \$2,497.74, Total Assets of \$10,769.04, Payables of \$7,438.30 and Equity of \$3,330.74. Questions were asked and answered. Report received without objection. Renewal notices for \$20 annual dues would be worked for mailing. Charley would draft a procedure for enhanced separation of duties within Medicorp Internal Audit for depositing and reconciling Users Group activity.
3. **Nominations**—Oversight Committee is working on nominations. Several names were discussed for Officer positions to be finalized for the Users Group meeting. Oversight Committee positions for CY2006 were mentioned as Kurt Crump, Alan Tachikawa and Charley Gauntt.
4. **Training**—November 2-4, 2005 Beginners Training information was previously communicated and was well received netting \$862 for the Users Group. Planning for advanced and another beginner's class would be started.
5. **Programs**—December 9, 2005 meeting was discussed with planned participation by ACL and presentation by Kurt Crump at Dominion with holiday food and elections for 2006 positions plus voting on By-Laws amendments. Winter meeting would be in January or February with topic to be solicited at the December meeting.

Meeting was adjourned at 10:06 AM.

Respectively submitted,

Approved on January 27, 2006:

Gary Martin, Secretary (at time of meeting)

Gary Martin, President (at approval)