**Business Meeting Minutes**
March 15, 2007
San Diego, CA

1. **President's Welcome and Call to Order** - Julie McDonald
2. **Officers Reports** – All officers’ reports were distributed.
	1. *Secretary/Treasurer*- Chynette Nealy presented the minutes from 2006 Board meeting. Creighton moved for the minutes be accepted, Kilcoyne seconded, the motion passed unanimously. \*Julie McDonald provided a financial report update (3/15/07 Balance $3,056.58) because of the current banking arrangement (signature on the account). Kilcoyne moved for the minutes be accepted, Creighton seconded, the motion passed unanimously.
	2. *VP/Program Chair* – VP/Program Chair – Chynete Nealy reported the number of papers and presentations for the current conference and awards recipients (Outstanding Educator Award –Julie McDonald Distinguished paper – Janet Bailey, Robert Mitchell, Michael Douglas and Diane Parker).
	3. *Proceedings Editor*- Daniel Friesen reported a final count of papers accepted (17 by 33 authors) and papers presented (11 by 27 authors). The total cost was $304.80 (printing/shipping).
	4. *Nominating Committee* - Margaret Kilcoyne (speaking for past-president Beverly Oswalt)  presented the officers’ slate of nominees for 2007: President- Chynette Nealy, VP/Program Chair- Carla J. Barber, Secretary/Teasurer-Daniel Friesen, Proceedings editor-Gerald Plumlee. The slate was motioned, seconded by Creighten and passed in New Business.
3. **FBD Board Report** - Julie McDonald
	1. FBD will offer a student rate of $30 pre-registration and $50 on-site.
	2. Members should encourage cross-discipline meetings to increase participation.
	3. The 2008 meeting will be held in Houston, TX.
	4. A site selection committee was formed to look at future cities. The current working site is Dallas. FBD Board requested each organization to poll members regarding the hotel location (Dallas Airport Hyatt). A request was made for a representative from each organization to attend Saturday morning FBD Board meeting to report results. \*The majority of member indicated the location was acceptable; but preferred the committee continue to review possible locations.
	5. Other- members were encouraged to support the exhibitors.
4. **Old Business** - Julie McDonald
	1. *Journal*- Beverly Oswalt the current Editor was appointed to a three year term. Health problems prevented Oswalt from attending this year’s meeting. Handouts were provided with highlighted proposed amendments to ABIS Constitution (Election and Term of Officer) for this position) and ABIS By-Laws (Duties of the Journal Editor) for this position. Discussion occurred regarding the proposed amendments ABIS Constitution - Creighton moved for the amendments to the Constitution to be accepted, Kilcoyne seconded, and the motion passed unanimously. Discussion occurred regarding the proposed amendments ABIS By-Laws – Section C -Duties of the Journal Editor ( c ) – Bailey moved for the amendment to be accepted, Kilcoyne seconded and the motion passed unanimously. Section C -Duties of the Journal Editor (d) – Friesen moved for the amendment to be accepted, Johnson seconded and the motion passed unanimously. The final draft will be posted on the ABIS web site.
	2. The 2008 Call for Papers is ready.
5. **New Business** – Julie McDonald
	1. *ABIS Board* – Items concerning publication of the journal
		* Proceedings/journal guidelines (single author/once in the same journal) rather than multiple papers with the same author.
		* Betty Kleen gave an overview of cost containment ideas for the start up of the journal. She suggested electronic rather than traditional. The majority of members agreed with electronic (CD) with a goal to place the journal on the ABIS website.
		* A fee will be considered for journal submission
	2. McDonald discussed guidelines concerning banking legalities and cost involved with continuously moving the account with respect to changing treasurer’s position. A motion was made by Kilcoyne to remove Julie McDonald and Vanessa Ritchie names from the account and replace them with the upcoming Vice President/Program Chair (Carla Barber) and Secretary/Treasurer (Daniel Friesen). The motion was seconded by Creighton and passed unanimously.
	3. *Election of Officers 2007-2008* – Kilcoyne announced the slate of officer because Oswalt (Nominating Committee) was not at the conference. There were no nominations from the floor. Kilcoyne motioned for the slate of officers to be accepted, Bailey seconded and the motion passed unanimously. D. Other- A message board is available in the vendor’s room.

Meeting adjourned at 8:55 am.

Minutes taken by
Chynette Nealy
VP/Program Chair for
Secretary/Treasurer
Carla J. Barber