**Association of Business Information Systems**

Executive Board Meeting

Wednesday, March, 12, 2014

Dallas, Texas

**2013-2014 Executive Board**

President Kimberly Merritt

VP/Program Chair Joselina Chang

Secretary Jim Larsgaard

Treasurer Carla Barber

Historian/Parliamentarian Marsha Bayless

Past President Ann Wilson

**2013-2014 Officers (Executive Board plus)**

Journal Editor Marcel Robles

Proceedings Editor Lori Soule

Board members present: President, Kimberly Merritt; VP/Program Chair, Joselina Cheng; Treasurer, Carla Barber; Secretary, Jim Larsgaard; Historian/Parliamentarian, Marsha Bayless; and Past President, Ann Wilson.

Not present at this meeting included JRBIS Journal Editor, Marcel Robles and Proceedings Editor, Lori Soule.

**Call to Order**

President Kimberly Merritt called the meeting to order.

**Officer Reports:**

VP/Program Chair Report

The VP/Program Chair report was given by Joselina Cheng. She related that 26 papers were submitted, 25 were accepted, and 2 were withdrawn.

There were 28 people preregistered for ABIS, and there were 28 registered at the end of last year’s conference. There are 735 preregistered for the FBD conference, and perhaps 100 more are expected.

Secretary Report

Secretary Jim Larsgaard – no report was given at the Executive Board meeting

Treasurer Report

Treasurer Carla Barber gave the treasurers report. Currently the ABIS bank account ending balance is $6,201.76.

Ann Wilson inquired about the status of the ABIS bank account. Carla indicated that the bank account is in Weatherford OK. The issue with the bank account being at the current location is in the difficulty of physically getting to this bank location. Therefore, Carla is investigating the possibility of moving the account to a bank with national exposure. Utilizing a bank with national exposure would allow future Treasurers to easily physically access a bank location. That investigation includes investigating the need for an EIN. While ABIS does currently hold an EIN, the location of the paperwork is unknown.

Proceedings Editor Report

No report was given by the Proceedings Editor.

Journal Editor Report

The Journal Editor’s report was given by Jim Larsgaard in Marcel Robles’ absence. There were eight manuscripts submitted, and six were accepted. A list of the accepted manuscripts was provided for the Board’s review.

Past President/Nominating Committee

The Past President/Nominating Committee discussed nominations for Secretary. Nominations for the position of Secretary will be received at the Business meeting. Several possibilities were mentioned. Finally, with no current nominations for Secretary on the table, Marsha Bayless moved that the Board have the authority to appoint a willing individual to the position, when a viable candidate arises. The motion received a second, and upon a unanimous voice vote, the motion carried.

**FBD Report**

Kimberly gave a brief overview of the conference and will make a comparison with Albuquerque at our business meeting.

**Old Business**

Old Business involved only the Officer’s Handbook (AKA ABIS Officers Duties and Responsibilities). At the business meeting during old business, we will discuss the handbook and its completeness. Carla gave each officer a “Duties & Responsibilities” document and requested that we proof it and return it to her before Saturday. Marsha suggested that a *revised as of date* be included in the document.

Finally, Carla said that when the Officers’ Handbook is completed, she will post it on the ABIS Web site.

**New Business**

New Business included only a brief discussion regarding increasing ABIS dues, considering the rising cost of holding the conference. However, the group decided to maintain the current dues, in anticipation that next year’s conference may be lower in cost than this year’s conference. Additionally, ABIS dues were raised last year from $50 to $55, and it seems too soon for another increase in dues.

The meeting was adjourned by general agreement.