

Bridal Association of the Brazos Valley

MINUTES

Special Called Board Meeting 6:00pm, Tuesday, January 29, 2013 Texas Entertainment, Bryan, TX

- I. Call to Order: President Tim Harris called the meeting to order at 6:00pm. The following officers and directors were present: Tim Harris, Travis Rollins, Amy McCormick, Sandee Moss, Peggy Erickson, Alexi Person, Greg Wilson and Lacey Baze.
- II. Additions to Agenda: There were no additions to the agenda.
- III. Minutes: No previous meeting minutes were presented.
- IV. Business:
 - A. New Members: Representatives of four local businesses appeared to be considered for membership: Jen Brazeal of Jen Brazeal Photography; Brad Jett of 2J Production Services; LeeAnn Alvarez of Mary Kay and J Cody Whitten of J Cody's Catering. Motion was made to accept all four as members by Rollins, second by Erickson and passed by unanimous vote.
 - B. Pipe and Drape for Spring Show: Moss reported that there was only one bidder for the pipe and drape for the Spring Show. Moss moved to accept the bid made by Party Time Rentals, second by Person and approved by unanimous vote.
 - C. By-Laws Amendment: Harris presented a proposed by-laws amendment concerning the requirements for termination of a membership for ethics violations. Motion was made by Moss, second by Person to refer the amendment to the membership for consideration at the Annual Business Meeting. Motion carried by unanimous vote.
 - D. Ethics Complaint Policy: Harris presented a policy to set procedure for the handling of ethics complaints. Motion was made by Wilson and second by Rollins to adopt the policy and present it to the membership for consideration at the Annual Business Meeting. Motion carried by unanimous vote.

Adjournment: Meeting was adjourned by Harris at 6:27pm.



Annual Membership Business Meeting
Tuesday, January 29, 2013 at Brazos Cotton Exchange, Bryan TX

Meeting Minutes

Call to Order

Tim J Harris, President called to order the Annual Membership Business Meeting of the Bridal Association of the Brazos Valley at 6:35pm at Brazos Cotton Exchange, Bryan TX.

Agenda

Tim Harris opened the meeting with a Welcome to the membership. There approximately 65 persons in attendance, representing 37 memberships.

The Membership Report was presented by Amy McCormick, Membership Vice President. The Association currently has 124 members. In 2013, the Membership Committee will conduct a membership drive to increase membership in the Association.

The Financial Report was presented by Tim Harris, President, for Lisa Wantuck, Treasurer. A total of \$15,000 was donated our designated local charities in 2012. The Association is financially secure.

The Website Report was also presented by Harris. In 2012, the Association website logged 113,339 visits with 639,085 page views. The Banner Ads on the website were expanded in 2012 to all pages of the site, resulting in an increase in visibility of those ads. In 2013, the Website Committee will be working on a concept plan for an "events and parties" website.

The proposal for the Vendor Guide was presented by McCormick. The proposal is attached and incorporated in these minutes. After a question and answer period, a motion was made by McCormick and second by Sandee Moss to adopt the proposal. The vote was conducted by ballot. Ballots were counted by Harris and McCormick at the front table in open view of all those present. There were 34 votes (YES) in favor and 3 votes (NO) against. McCormick announced the proposal was adopted.

The Annual Elections were conducted by Travis Rollins, First Vice President and Elections Committee Chair. The Elections Committee was comprised of Rollins, Amy McCormick and Sandra Schaefer. Nominations were accepted from the membership during the month of December, 2012. Rollins announced the following were nominated: First Vice President/President Elect – Tim Harris; Third Vice President/Marketing & Advertising – Sandee Moss; Treasurer – Alexi Person; Director – Lacey Baze. There was a motion by Steve Porter to elect the slate by acclamation, second by Phillip Garrett. The motion carried by voice vote, with one lone "nay" somewhere in the middle of the crowd. Rollins announced there was one Director position that received no nomination, so nominations would be accepted in March with a Special Election for that position to be held at the Spring Banquet in April.

An Ethics Complaint Policy and By-Laws Amendment were presented by Harris. After discussion, Larry Winkler offered to draft a more concise policy that includes referring issues to professional mediation. A motion was made by Steve Porter and second by Larry Winkler to table the Ethics

Policy and By-Laws Amendment pending the drafting of a policy by Winkler. Motion to table carried by unanimous voice vote.

The floor was opened for member comments and questions. Rudy Grimaldo made a presentation to the membership, resulting in discussion.

The Door Prize drawing was conducted by Harris. The winner of two tickets to the 2013 Spring Banquet was Perrine Winery. The winner of two tickets to the 2013 Fall Banquet was Makeup by Kim.

Adjournment

The meeting was adjourned at 8:45pm

For many months, the marketing committee meetings has discussed ways to better market our organization. There are so many ways for us to do so and we will be employing as many options as we possibly can to increase awareness of the organization and the fantastic vendors who make it so great.

Several months ago, the board discussed the option of producing our own Vendor Guide that would showcase the vendors of the BABV only. With a little research, we found that 52% of our membership had not advertised in the most recent magazine.

When we surveyed the attendants at the Fall banquet, 70% of those who were surveyed were interested and thought the publication would be good for our organization.

How is our publication UNIQUE?

1. Size – small, purse sized, easy to carry
2. Organized by category
3. Organized in a manner similar to that a bride would book services
4. Tips from other brides
5. All local vendors
6. All vendors from a trusted organization

Why necessary?

1. With all the publications, blogs, websites, etc. Our local group needs to be represented.
2. We need to be very easily accessed for girls planning local weddings.

Why is this good for our group?

1. Members of our local group only - Who can better serve our brides than us?
2. Affordable
3. Because not for profit, cost will be kept as minimal as possible.
4. Cost will fluxuate based on number of pages necessary to include all ads and content. When there is a surplus for creating the two publications for a year, then the next year's dues will reflect the surplus thus the dues will be less.

Costs?

1. Dues increase by \$200 per year
2. This covers about 2/3 of the cost of the publication.
3. Sell larger ads to cover the difference.
4. 2/3 page – additional \$100
5. Full page – additional \$200
6. Remember money that is surplus, will be returned to members the next year in the way of a dues decrease.

Bridal Association of the Brazos Valley

MINUTES

Monthly Board Meeting

6:00pm, Tuesday, January 15, 2013

Sandee's Sweets, College Station, TX

- I. Call to Order: President Tim Harris called the meeting to order at 6:00pm. The following officers and directors were present: Tim Harris, Travis Rollins, Sandee Moss, Alexi Person, Amy McCormick, Greg Wilson and Lacey Baze. SEPA representatives present: Catherine Roepke .
- II. Additions to Agenda: There were no additions to the agenda.
- III. Minutes: Motion by McCormick to approve the November, 2012 Board Meeting Minutes, second by Rollins, approved by unanimous vote.
- IV. Old Business:
 - A. Membership Report: Harris presented the Membership Report. Four new member applicants for consideration. Funky Cheveux, Inn at Quarry Ridge, Miramont Country Club and Olsen Field at Bluebell Park. Harris verified that all applicants meet the qualifications for membership. Motion by Baze to accept all five applicants as members in the Association, second by Moss, approved by unanimous vote.
 - B. Financial Report: Moss presented the financial report and the report was filed with the Secretary.
 - C. Events/Shows Report: Harris reported that due to some questions that had been raised about booths in the Spring Shows, a number of policies needed some clarification. Following some discussion, a motion was made by Rollins and seconded by McCormick to put in writing the clarifications that had been discussed and agreed upon and incorporate them into the Spring Show rules. Motion passed with unanimous vote. Harris also requested that the longstanding booth assignment policies of "double booths take precedence over single booths" and "bump to prevent like adjacent vendors" be adopted as a policy of the Association. After brief discussion, motion was made by McCormick and second by Moss to adopt the following policy: "During the open registration period, show booths are assigned on a first come, first served basis. Multiple booth purchases by a single member take priority over single booths to the extent that a registered exhibitor's single booth can be moved no more than one booth space in order to accommodate the multiple booth registration. The location of an exhibitor may be moved no more than one booth space to prevent two exhibitors who offer a similar product or service from being directly next to each other." Motion was approved by unanimous vote.
 - D. Advertising/Marketing Report: McCormick presented the Spring 2013 BABV Vendor Guide to the Board along with a proposal to fund future publications of the Guide. After the proposal was presented, questions answered and some discussion, a motion was made by McCormick and seconded by Moss to present the proposal to the membership at the Business Meeting on January 29th. Approved by unanimous vote.

E. Website Report: Harris reported booth sales have been going well online.

V. New Business:

A. Resignation of Membership VP: Harris reported he had received the resignation of Danny Boyle as Membership Vice President. Boyle has moved out of the area.

B. Appointment of Membership VP: Harris appointed Amy McCormick to fill the unexpired term of Membership Vice President. Appointment was seconded by Moss and approved by unanimous vote. Harris also appointed Greg Wilson to fill the unexpired term of Director, Place B, vacated when McCormick was appointed to Membership VP. Second by Rollins and approved by unanimous vote.

C. Elections Committee Report: Rollins reported the Elections Committee, consisting of Rollins as chair, Amy McCormick and Sandra Schaefer had completed the slate of candidates for the 2013 Elections. Only one member responded to run for Director, Brooke Wyatt of Epicures. The slate is as follows: First Vice President/President Elect – Tim Harris; Marketing Vice President – Sandee Moss; Treasurer – Alexi Person; Directors (Places C and D) Lacey Baze and Brooke Wyatt.

D. The Annual Membership Business Meeting will be held at 6:00pm, Tuesday, January 29, 2013 at Brazos Cotton Exchange.

Adjournment: Meeting was adjourned by Harris at 8:19pm

Bridal Association of the Brazos Valley

MINUTES

Monthly Board Meeting

6:00pm, Tuesday, February 19, 2013

Sandee's Sweets, College Station, TX

- I. Call to Order: President Tim Harris called the meeting to order at 6:07pm. The following officers and directors were present: Tim Harris, Travis Rollins, Sandee Moss, Alexi Person, Amy McCormick, Greg Wilson and Lacey Baze. SEPA representatives present: Catherine Roepke .
- II. Additions to Agenda: Erickson requested the Spring Banquet be added to the agenda.
- III. Minutes: Motion by Rollins to approve the January 2013 Board Meeting Minutes, the Special Called Board Meeting Minutes of January 29, 2013 and the 2013 Annual Membership Business Meeting Minutes, second by Moss, approved by unanimous vote.

IV. Old Business:

- A. Membership Report: McCormick reported changes to the membership categories as recommended by the Membership Committee. New categories to be added for "Photo Booth", "Lighting", "Officiants/Counselors", "Linens", and "Real Estate/Insurance/Financial". The current "Florist/Décor" category to be changed to "Florists" and the "Specialty" category to be deleted. Motion was made by McCormick to approve the recommendations, second by Moss, approved by unanimous vote.

McCormick reported the Membership Committee recommends the following dues structure for the 2013-2014 membership year. Initial dues for new members: \$275 (\$75 plus \$200 Vendor Guide Assessment). A new member who joins after the Spring Show is not required to renew until the following year. Renewal Dues: \$275 for members who participated in both shows the prior membership year (\$75 plus \$200 Vendor Guide Assessment); \$375 for members who participated in only one show the prior membership year (\$75 plus \$200 Vendor Guide Assessment and \$100 Advertising Assessment) and \$475 for members who did not participate in either show the prior membership year (\$75 plus \$200 Vendor Guide Assessment and \$200 Advertising Assessment). Motion was made by McCormick to adopt the dues structure for the 2013-2014 membership year, second by Moss and approved by unanimous vote.

McCormick reported on the upcoming membership drive. The Membership Committee proposed that a list of potential new members be created and presented to the Board at a future meeting for pre-approval. Businesses on this list would then be visited by a representative of the Association with an invitation to join. Because these businesses would be pre-approved by the Board, the requirement to have letters of recommendation to join would be waived. Rollins moved to accept the proposal, second by Wilson and approved by unanimous vote.

- B. Financial Report: Moss presented the financial report and the report was filed with the Secretary.

- C. Events/Shows Report: Rollins and Harris presented a brief report on the 2013 Spring Show. There were several minor issues that were corrected on show day by Rollins and Harris.

Harris recommended that future shows have some sort of rest area for the show guests. He observed during the show that some guests were sitting on the benches in the lobby which is outside the show floor. It would be better if seating was provided inside the show floor to encourage guests to stay longer.

There were member comments were reported by Board members in regards to the start time of the show being 11:00am. Harris explained the 11:00am start time dates back to when the Spring Show was at Reed Arena, the upper level doors would open at 11:00am and then the doors to the main show floor would open at 11:30am. Since the show is now at The Expo, there is no necessity for the start time being 11:00am. McCormick moved to change the Spring Show hours to Noon to 4:00pm, second by Erickson and approved by unanimous vote.

There was discussion of exhibitors having young children in their booths during show hours and disruptions caused for neighboring exhibitors. McCormick moved to prohibit exhibitors from having children under the age of 14 in their booth during show hours. Second by Person and approved by unanimous vote.

The Pink Alliance will be invited to attend the March Board Meeting to make a presentation about their organization.

- D. Advertising/Marketing Report: Moss reported that 4000 copies of the Vendor Guide have been distributed including racks at 6 locations and distribution at 70 locations around the Brazos Valley.
- E. Website Report: Harris reported the website improvement goals for 2013. There is need for a more efficient way to post Minutes and E-mails on the website, better manage bride pre-registrations for shows, allow prospective new members to apply online, accept membership renewals online, and have the new Vendor Guide online. The current website is five years old so an update to the overall look should be done soon. The Website Committee will meet in the near future to draft a proposal for the new Event and Party website. No action was taken.

V. Other Business:

- A. S E P A Report: Catherine Ropke presented a report from the Student and Event Planners Association concerning the mutual expectations and working relationship of BABV and SEPA. No action was taken.
- B. Motion to Reconsider: Harris moved to reconsider the action taken by the Board at the Special Called Board Meeting of January 29, 2013 in regards to the Ethics Complaint Policy and the associated By-Laws Amendment. The policy and amendment were tabled by the membership at the Annual Membership Business Meeting pending a rewrite of the policy. An approved motion to reconsider voids the Board's actions on January 29, 2013 in regards to the policy and

amendment. Motion was seconded by McCormick and approved by unanimous vote.

- C. Elections Committee Report: Erickson reported the Spring 2013 Banquet will be held at 6:30pm on Tuesday, April 2 2013 at 7F Lodge in Wellborn.

Adjournment: Meeting was adjourned by Harris at 8:12pm

Bridal Association of the Brazos Valley

MINUTES

Monthly Board Meeting

6:00pm, Tuesday, March 19, 2013

Sandee's Sweets, College Station, TX

- I. Call to Order: President Tim Harris called the meeting to order at 6:02pm. The following officers and directors were present: Tim Harris, Travis Rollins, Amy McCormick, Sandee Moss, Peggy Erickson, Alexi Person, Greg Wilson and Lacey Baze. SEPA representatives present: Catherine Roepke.
- II. Additions to Agenda: Rollins requested the Elections Committee Report be added to the agenda.
- III. Minutes: Motion by McCormick to approve the February 2013 Board Meeting Minutes, second by Person, approved by unanimous vote.

IV. Old Business:

- A. Membership Report: McCormick presented a list of prospective members that was assembled by the Membership Committee for the upcoming membership drive. The businesses on the list were discussed by the board and the plan to visit the businesses to invite them to join the Association was explained. McCormick moved to waive the requirements of reference letters for those businesses on the list, second by Rollins and approved by unanimous vote.

McCormick reported that resignations of membership have been received from Danny Boyle Photography and Purple Cow Photo Booths.

McCormick reported that another member has moved out of the jurisdiction of the Association and is therefore no longer eligible for membership. After discussion, it was agreed that a letter be sent by McCormick to the member to confirm the move and advise of the ineligibility of membership as a result.

- B. Financial Report: Person presented the financial report and the report was filed with the Secretary.

Person reported the ticket sales for the 2013 Spring Bridal Show and Benefit were \$9,425 and recommended the donations to the designated charities at \$5000 to the Brazos Valley Chapter of the American Red Cross and \$5000 to Pink Alliance. A donation of \$1000 was recommended for Student Event Planners Association. Motion was made by McCormick to approve the donations as recommended, second by Erickson. Following brief discussion, motion was approved by unanimous vote.

- C. Events/Shows Report: Marilyn Byrne, Reba Ragsdale and Patricia Gerling of Pink Alliance presented a presentation to the Board about the services their organization provides to members of the local community who are affected by breast cancer. Following the presentation, Erickson moved to designate Pink Alliance as the charity for the 2014 Spring Bridal Show and Benefit and the 2014 Fall Bridal Show and Benefit. Motion was seconded by Rollins. There was discussion and the motion was approved by unanimous vote.

- D. Advertising/Marketing Report: Moss reported that Vendor Guide distribution points will be replenished to continue the circulation of the publication. Work for the 2013 Fall Edition of the Vendor Guide is underway and information will be sent to the members about ad upgrades soon. No action was taken.
- E. Website Report: Harris reported the new @babv.org email addresses for the Association and Board Members will be activated soon. No action was taken.

V. Other Business:

- A. Board Appointments: In accordance with Article XI, Section H of the Association By-Laws, the President made the following appointments to the Board of Directors to be effective April 2, 2013.

Peggy Erickson was appointed to Director – Place A (an unexpired term vacated by Alexi Person, who was elected to the office of Treasurer).

Crystal Littrell was appointed to the office of Secretary (an unexpired term vacated by Peggy Erickson, who accepted appointment to the Director position).

Harris moved for the Board to ratify the appointments, second by McCormick and approved by unanimous vote.

- B. Elections Committee Report: Rollins reported the Elections Committee, comprised of Rollins, Amy McCormick and Sandra Shaefer, received two nominations for the open Director-Place C position. This position was not filled in the elections held at the Business Meeting in January because there was no nominee for the position at the time. The Committee sent out a second call for nominations and rescheduled the election for the Spring Banquet on April 2, 2013. The nominees are Thomas Ross of Thomas Ross Photography and Leah Smith of Double Creek Crossing. No action was taken.
- C. Spring Banquet Reminder: Erickson reported the Spring 2013 Banquet will be held at 6:30pm on Tuesday, April 2 2013 at 7F Lodge in Wellborn.

Adjournment: Meeting was adjourned by Harris at 7:37pm

Bridal Association of the Brazos Valley

MINUTES

Monthly Board Meeting

6:00pm, Tuesday, April 16, 2013

Attic Productions, Bryan, TX

- I. Call to Order: President Travis Rollins called the meeting to order at 6:03pm. Tim J Harris, Amy McCormick, Crystal Beato, Greg Wilson, Leah Smith were present. Also, prospective member Amelia McCracken from "U Name It!"

- II. Additions to Agenda: None

- III. Minutes: Motion by McCormick to approve the March 2013 Board Meeting Minutes, second by Smith, approved by unanimous vote.

IV. Old Business:

- A. Membership Report: McCormick reported that member "Sweet Stuff" had moved to Houston and was no longer eligible for BABV membership, and that they had resigned and will remain in good standing with BABV.

McCormick introduced prospective member Amelia McCracken to give a brief summary of her business "U Name It!", which includes photography, cakes, and graphic design. The board discussed with her the cottage food law that was in place and it was agreed that she would join as a photographer only. McCormick motioned to accept the membership and Leah Smith second. The board unanimously approved.

- B. Financial Report: Tim J Harris reported for Person in her absence.

- C. Events/Shows Report: Tim J Harris presented the proposed floor plan for the 2013 Fall Bridal Show and Benefit at the Brazos County Expo Ballroom. The board unanimously agreed that it was a good plan and Harris moved to accept the plan along with the included recommendations from the board. Greg Wilson second the motion.

- D. Advertising/Marketing Report: McCormick reported that the fall banquet is tentatively set for October 8, 2013 at Rock Lake Ranch.

Travis Rollins discussed Bryan Broadcasting ads that were run in January without authorization from BABV. He was to meet with Mary Mike Hatcher to discuss a solution, and to get a written offer for board approval.

- E. Website Report: Harris reported that there will be a change regarding the bride early-registration list and it will now be deleted after 90 days.

Harris also introduced possibly changing the board email from a POP Mail system to an IMAP system. He received a quote of \$70 per year for 20 mailboxes and unlimited storage. Harris made a motion to accept and Travis 2nd. The board unanimously approved.

V. Other Business:

- A. Legal Opinion: Discussion regarding possibly retaining professional legal guidance with the BABV bylaws, privacy, ethics, etc. Tim J Harris had received the recommendation to consult with Peterson Law Group. The board discussed having Tim Harris and Travis Rollins set up a consultation with them to discuss what type of fee they would charge and what services they could offer with regards to general guidance for BABV bylaws. Tim J Harris motioned that a fee over the amount of \$1000 would need to come back to the board for approval and Beato second. The motion was approved unanimously.

Adjournment: Meeting was adjourned by Rollins at 7:17pm



Annual Spring Banquet
Tuesday, April 2, 2013 at 7F Lodge

Banquet Minutes

Call to Order

Following dinner, Tim J Harris, President called to order and welcomed everyone to the Spring Banquet of the Bridal Association of the Brazos Valley at 7:40pm at 7F Lodge.

Agenda

Travis Rollins and Alexi Person presented a check for \$5000 to the Brazos Valley Chapter of the American Red Cross and a \$5000 check to Pink Alliance as the designated charities of the 2013 Spring Bridal Show and Benefit. A check for \$1000 was presented to SEPA (Student Event Planners Association)..

Tim Harris presented Certificates of Appreciation for a decade of outstanding contributions and selfless dedicated service to the membership of the Bridal Association of the Brazos Valley to Alexi Person, Peggy Erickson and Sandee Moss. Harris then introduced Travis Rollins as the President of the Association for 2013-2014.

Travis Rollins presented a certificate to Tim Harris for his service as 2011-2013 President of the Association. Harris was also given a gift of a Romance Package for two at 7F Lodge.

Travis Rollins presented the nominees for Director – Place C; Thomas Ross of Thomas Ross Photography and Leah Smith of Double Creek Crossing. The election was held by secret ballot. Ballots had been previously distributed to the members, as they signed in, before dinner. Ballots were collected and taken by the Election Committee for tally.

Amy McCormick presented information about ads and ad upgrades for the Fall 2013 issue of the Vendor Guide.

Amy McCormick held the drawing for the door prize. The Grand Prize of a Free Exhibitor Table at the 2013 Fall Bridal Show and Benefit was won by Kelley Austin of Cruise Planners

Travis Rollins introduced the 2013-2014 Board of Directors

Travis Rollins, President
Tim Harris, First Vice President / President Elect
Amy McCormick, Second Vice President / Membership
Sandee Moss, Third Vice President / Advertising and Marketing
Crystal Littrell, Secretary
Alexi Person, Treasurer
Peggy Erickson, Director – Place A
Greg Wilson, Director – Place B
Leah Smith, Director – Place C
Lacey Baze, Director – Place D

P.O. Box 4450
Bryan, Texas 77805

Adjournment

The meeting was adjourned at 8:35pm

The following is recorded in the Minutes in accordance with Roberts Rules:

Tellers Report for election held by secret ballot:

Count conducted by Elections Committee

Total Number of Votes Cast = 35

Number of Votes Illegal or Disqualified = 0

Number of Votes for Thomas Ross = 4

Number of Votes for Leah Smith = 31

Bridal Association of the Brazos Valley

MINUTES

Monthly Board Meeting

6:00pm, Tuesday, May 21, 2013

Sandee's Sweets, College Station, TX

- I. Call to Order: President Travis Rollins called the meeting to order at 6:03pm. The following officers and directors were present: Tim Harris, Greg Wilson, Amy McCormick, Sandee Moss, Peggy Erickson, Alexi Person, Crystal Beato, Leah Smith, Lacey Baze, and Lisa Wantuck via conference call. Members present: Heather E. Wright
- II. Additions to Agenda: none
- III. Minutes: Motion by Lacey Baze to approve the April 2013 Board Meeting Minutes, second by Erickson, approved after corrections to the Events/Shows Report.
- IV. Old Business:
 - A. Membership Report: McCormick introduced prospective member Heather Wright, Professional Make-up Artist. After presentation McCormick moved to approve her membership approval pending a needed sales permit. Sandee Moss second the approval and the board approved unanimously.

McCormick inquired about enlisting SEPA to help distribute guides and member brochures, including an application and greeting from BABV.
 - B. Financial Report: Person presented the attached fall show budget and amendments were made to include room for a credit card processing fee as well as Lisa Wantuck's salary. Sandee Moss moved to approve the budget and Peggy Erickson second for a unanimous approval.

Also presented were the attached recommendations from Lexi P., Lisa W. and Travis R. for better financial accountability, including approval for purchases over \$100 and annual budget schedules. Tim Harris moved to adopt the recommendations and Amy McCormick second. The board approved.
 - C. Events/Shows Report: Tim Harris reported contacting local BABV vendors for rental quotes including tables and pipe & drape. Bids will be submitted from vendors for review at a later date.
 - D. Advertising/Marketing Report: Sandee Moss reported that there has been some response for upgrades within the vendor guide.
 - E. Website Report: Tim Harris reported on IMAP set-up being in process. Also, that the creation of an online vendor guide form is on hold until we know how successful the guide itself will be.
- V. Other Business: Sandee Moss and Travis Rollins met with Mary Mike from Bryan Broadcasting and presented the attached advertising schedule. Questions arose

from the board about what dates were “in-kind” and what were considered corrections for the January billings. Tim Harris moved to approve the schedule once the “in-kind” amounts were clarified. Leah Smith second and the board approved.

Adjournment: Meeting was adjourned by Rollins at 7:24pm

2013 Fall Bridal Show

Proposed Budget

INCOME:

Booth Charges

	Cost/table	How many	Total
Center tables with NO electricity	325	38	12350
Wall tables with electricity	425	37	15725
			28075 TOTAL**

**NOTE: This is a projected income based on 100% sales.

Fall 2012 show produced 90% booth sales (approx. 100% on wall spaces and 85% to 90% on center tables)

INCOME GRAND TOTAL 28,075

EXPENSES:

Production Expenses

Facility Rental	5000	
Security	390	
Vendor Lunches	1920	
SEPA	1000	
Exhibitor registration	375	
Linens	200	
Pipe/Drape/Table Rental	1250	
Signs/Printing	650	
Promotional	500	Bride markers and pens, etc
Misc	500	
TOTAL	11785	

amendments:
 CC fee of 4% \$1123
 Lisa Wantuck \$3000

Advertising

Newspaper	1,850
Billboards	1,000
Radio	6,400
Television	1,750
Internet	500
Signage/Printing	200
Misc	1,000
TOTAL	12,700

Prize Giveaways

Shopping Spree Gift Certificate	1,000	Grand Prize
30 min \$100 giveaways	700	
TOTAL	1,700	

EXPENSE GRAND TOTAL 26,185

Total Income \$28,075

Total Expense \$26,185

Net Income 1890

amended total
 \$30,308
 loss \$2233

Updated 5/21/2013 by Alexi Person

2013 Fall Bridal Show
Proposed Budget

Page 2 of 2

* Please note that ticket sales and contributions are not calculated into the production of the show.
The charity contributions are determined by the ticket sales income.
Here are the figures from the 2012 Fall Show for a general idea of what to expect:

Ticket Sales	5030
Charity Contributions	5000 (\$5,000 to Pink Alliance)
Income	<u>30</u>

Budgets:

Intro:

As board members of this association, we are responsible for money that the membership has trusted us with therefore we need to have a paper trail and prior approval for funds that are spent. This protects the membership, members of the board, Lisa (the one writing the checks), and the individual creating the debt on behalf of BABV.

New Rules:

Anything over \$100 will need to be approved by the board. If it is an emergency payment that needs approval prior to the next board meeting, approval can be made by the President and the Treasurer. Please submit request sheets for emergency payments by email to the President and Treasurer. Treasurer (Alexi) will be providing everyone with a request sheet template via email. If you fail you have your invoice approved, you will be held personally liable for this financial debt.

Annual Budgets:

Annual budgets will be approved in the Spring for the following fiscal year (Sept 1- Aug 31). This will allow everyone to plan ahead and know exactly how much money will be needed to run BABV for the upcoming year. Once your budget is approved by the board, you will be able to spend your money as allocated in the budget. If you need to go outside of your approved budget, you will need to submit a request to the board.

Brazos Valley Bridal Association September 2013

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 Candy 95 x 5 MG	2 Candy 95 x 4 MG	3 Candy 95 x 3 MG	4 Candy 95 x 4 MG	5 Candy 95 x 3 MG	6 Candy 95 x 4 MG	7 Candy 95 x 5 MG
8 Candy 95 x 5 MG	9 Candy 95 x 4 MG CANDY x 5	10 Candy 95 x 3 MG Peace x 3	11 Candy 95 x 4 MG CANDY x 5	12 Candy 95 x 3 MG Peace x 3	13 Candy 95 x 4 MG CANDY x 5	14 Candy 95 x 5 MG Peace x 3
15 Candy 95 x 5 MG CANDY x 8	16 Peace x 3 Candy 95 x 3 MG CANDY x 8	17 Peace x 3 Candy 95 x 4 MG CANDY x 8	18 Peace x 3 Candy 95 x 3 MG CANDY x 8	19 Peace x 3 Candy 95 x 4 MG CANDY x 10 TEXT BLAST	20 Peace x 3 Candy 95 x 3 MG CANDY x 10	21 Peace x 3 Candy 95 x 5 MG CANDY x 8
22 EVENT-Remote 11-1 Candy 95 x 5 MG	23	24	25	26	27	28
29	30 Candy 95 MAKE GOOD SPOTS 88 :30 seconds	CASH Schedule CANDY \$3000	CASH Schedule PEACE \$540			

Bridal Association of the Brazos Valley

Monthly Board Meeting Roll Call

Travis Rollins, President

6:00 PM, Tuesday, May 21, 2013 at Sandee's Sweets, College Station

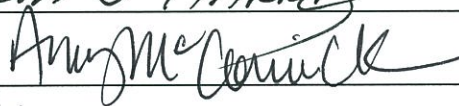
Travis Rollins, President



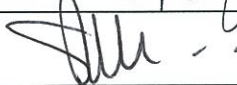
Tim Harris, First VP



Amy McCormick, VP Membership



Sandee Moss, VP Marketing



Crystal Littrell, Secretary



Alexi Person, Treasurer



Peggy Erickson, Director, A



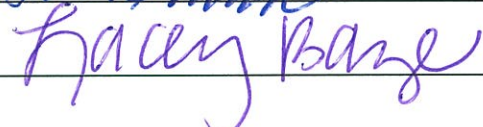
Greg Wilson, Director, B



Leah Smith, Director, C



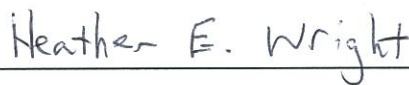
Lacey Baze, Director, D



SEPA Representative

SEPA Representative

Members and Guests
(please print)



Bridal Association of the Brazos Valley

MINUTES

Monthly Board Meeting

6:00pm, Tuesday, June 18, 2013

Sandee's Sweets, College Station, TX

- I. Call to Order: President Travis Rollins called the meeting to order at 6:03pm. The following officers and directors were present: Tim Harris, Greg Wilson, Amy McCormick, Sandee Moss, Peggy Erickson, Alexi Person, Crystal Beato, Leah Smith, Lacey Baze,.
- II. Additions to Agenda: none
- III. Minutes: Motion by Travis to approve the May 2013 Board Meeting Minutes, second by Erickson, approved.
- IV. Old Business:
 - A. Membership Report: McCormick introduced the following prospective members to the board. After presentations they were all unanimously approved. They will be responsible for the full dues amount and will receive a 2/3 page in the spring vendor guide.

Ant Street Inn – Keith Hankins
Mallett Brothers BBQ – Chad & Greg Mallett
Ciana's Cakes – Ciana Neubauer
Events by Brandy – Brandy Petereit
Garza Photo and Design – Tamara and Alex Garza
 - B. Financial Report: Reported by Alexi Person
 - C. Events/Shows Report: None
 - D. Advertising/Marketing Report: Brandi Lane has been hired to write the vendor guide text for \$150. Peggy Erickson moved to allocate \$16,000 for guide expenses and Leah Smith 2nd. Board approved.
 - E. Website Report: Tim Harris reported information about an online vendor guide through 3D Issue. It is \$499 for the program and up to \$400 for initial set-up. Sandee moved to approve the purchase and Amy M. 2nd the motion. The board unanimously approved.
- V. Other Business: Sandee Moss introduced discussion about extenuating circumstances for the Zone Club. They will not be able to conduct business with Kyle Field during the remodel. As long as they resign in good standing and are non-members for a minimum of 1 year, rejoining BABV does not require re-application.

Adjournment: Meeting was adjourned by Rollins at 8:04pm

Bridal Association of the Brazos Valley

MINUTES

Monthly Board Meeting

6:00pm, Tuesday, July 16, 2013

Sandee's Sweets, College Station, TX

- I. Call to Order: Tim Harris called the meeting to order at 6:03pm. The following officers and directors were present: Tim Harris, Amy McCormick, Sandee Moss, Alexi Person, Greg Wilson and Lacey Baze, Crystal Beato, and Leah Smith.
- II. Additions to Agenda:
- III. Minutes: Motion by Alexi Person to approve the June 2013 Board Meeting Minutes, second by Wilson, approved by unanimous vote.
- IV. Old Business:
 - A. Membership Report: McCormick presented prospective member Kantessa Castillo from D'vine Cuisine. Board approved the company for active membership.

Membership report is attached.
 - B. Financial Report: Person reported that Lisa Wantuck is currently searching for information on credit card processing companies and a comparison report is attached.
 - C. Events/Shows Report: Fall show booths will begin selling August 12th.
 - D. Advertising/Marketing Report: Tim moved to include a micropoint photo credit for contributing photographers in the fall guide. A. Person 2nd the motion and it was approved. Sandee also reported that with all vendor upgrades and new members included the current guide has a reported \$14800 income for use in production.
 - E. Website Report: Harris asked for approval to purchase a necessary upgrade for the website ftp software at \$40, as well as the Contribute software at \$100. Amy McCormick moved to approve the request and Lacey 2nd the motion. Motion approved.

Adjournment: Meeting was adjourned by Harris at 7:15pm

Credit Card Fees:

Currently we pay: **Sterling**

\$ 20.95 month

1.67 % on Reg cc or Debits

2.85 % on Mid Qualifying – Reward Cards

3.39% on Non-Qualifying – Keyed Cards (mostly)

.27 per transaction

PayPal:

\$ 30 per month

Monthly Volume: keyed

\$0 - \$3000 3.1%

\$3001 - \$10000 2.7%

\$10000 + 2.4%

.30 per transaction

Swiped 2.7% and no transaction with free card readers for smart phones or ipads (this of course will only work at the shows and I would need to borrow these devises) There may be additional monthly fees for these service (PayPal) for the month that we would use it; Feb & Sep.

Based on last month's transactions, the fees believe it or not would have been about the same. PayPal does offer some extended payment plans to the customer on payments over \$99 with approval and we still get paid the full amount. PayPal can be set up as a payment portal on our website and that bound to work better than our current payment portal. There appears to be an interface with QuickBooks but I would need to update my version of QuickBooks, which really needs to be done anyway, currently using v.2011.

I'm currently looking into another source but I will not have a true comparison until the end of next week.

July Membership Report

July 16, 2013

No committee meeting was held.

1. New Prospects

*D'Vine Cuisine – Kantessa Castillo

2. Membership Renewals Report – The following 22 businesses did not renew for the 2013-2014 year

A&M Zone Club, Aggicland Limo, Armstrong Caperton, BCS String Quartet, Bea's Bridal, Bogarts, CS Parks and Rec., Dillard's, Elements, Elite Event Group, Heading for a Wedding, Jirong Ye's, LaSalle, Mary Kay – LeAnn Alvarez, Northview Baptist Church, Petal Patch, Posh Productions, RDM Audio, Special Occasions, Stone Media, Swank, University Flowers

3. Dues Renewal Status

*As of today, we have 110 active members

4. Amelia McCracken – U Name It

Amelia has a question about business cards for bridal show. She is a photographer and home baker. Her membership was approved as a photographer. In the bridal show, her booth will be that of a photographer with no cake and no cake samples. She has realized that her business cards have both baker and photographer as well as graphic designer on them. Can she use her cards, or must she purchase more?

Bridal Association of the Brazos Valley

Monthly Board Meeting Roll Call
Travis Rollins, President

6:00 PM, Tuesday, July 16, 2013 at Sandee's Sweets, College Station

Travis Rollins, President

Tim Harris, First VP

Amy McCormick, VP Membership

Sandee Moss, VP Marketing

Crystal Littrell, Secretary

Alexi Person, Treasurer

Peggy Erickson, Director, A

Greg Wilson, Director, B

Leah Smith, Director, C

Lacey Baze, Director, D

SEPA Representative

SEPA Representative

Members and Guests
(please print)

Tim J Harris

Amy McCormick

Sandee Moss

Crystal Beato

Alexi Person

Peggy Erickson

Greg Wilson

Leah Smith

Lacey Baze

Angela R Batla

X Hunter or Castillo

Bridal Association of the Brazos Valley

MINUTES

Monthly Board Meeting

6:00pm, Tuesday, August 20, 2013

Attic Productions, Bryan, TX

- I. Call to Order: Travis Rollins called the meeting to order at 6:00pm. The following officers and directors were present: Tim Harris, Lacey Baze, Crystal Beato, and Leah Smith. SEPA Representatives present: Telisa Koros and Stephanie Malloy.
- II. Additions to Agenda:
- III. Minutes: Motion by Leah Smith to approve the July 2013 Board Meeting Minutes, second by Lacey Baze, approved by unanimous vote.
- IV. Old Business:
 - A. Membership Report: Prospective members Ellen Moritz from Fibi & Clo, and Ana Kolasinski from Paper Inkpressions presented their business to the board.
 - B. Financial Report: Tim Harris reported for Lisa, that her Texas Small Business contact would guarantee 2.9% in CC processing fees. Based off last years numbers this would have saved \$1700.
 - C. Events/Shows Report: Tim Harris moved to adopt rule #16 amendment to say the following. "Retail Sales, Sample Distribution and Conduct" and "It is the sole responsibility of the exhibitor that all sample distribution and retail sales conducted by the exhibitor at the show are in full compliance with all Federal, State and local laws and regulations." Lacey Baze seconded the motion and it was unanimously approved.

Travis Rollins moved to use Blue Baker for catering at the fall bridal show and it was seconded by Tim Harris for approval. The board unanimously approved.

Based on bids received from vendors for the pipe & drape service at the fall bridal show, Tim H. moved to accept the bid from Events to Remember. Leah Smith seconded the motion and it was unanimously approved.
 - D. Advertising/Marketing Report: Lacey Baze moved to set the Spring Bridal Show to February 16, 2014 and it was seconded by Crystal Littrell for approval.
 - E. Website Report:
- V. Other Business: Greg Wilson has resigned from the board as of August 14, 2013. Travis Rollins moved to appoint Phillip Garrett from 7-F Lodge to the open Place-B board member position.

Adjournment: Meeting was adjourned by Rollins at 7:25pm

Bridal Association of the Brazos Valley

MINUTES

Monthly Board Meeting

6:00pm, Tuesday, September 17, 2013

Sandee Sweets, College Station, TX

- I. Call to Order: Travis Rollins called the meeting to order at 6:02pm. The following officers and directors were present: Tim Harris, Amy McCormick, Sandee Moss, Crystal Littrell Beato, Alexi Person, Peggy Erickson, Phillip Garrett, Lacey Baze, and Leah Smith. SEPA Representatives present: Telisa Koros and Angela Batla.
- II. Additions to Agenda:
- III. Minutes: Motion by Lacey Baze to approve the August 2013 Board Meeting Minutes, second by Peggy Erickson, approved by unanimous vote.
- IV. Old Business:
 - A. Membership Report: Sandee Moss moved to approve up to \$500 for a membership re-drive effort. Also, Amy McCormick moved to recruit a SEPA member to intern under Lacey Baze's supervision, with the mission of managing and maximizing social media efforts. Lacey second the motion and it was unanimously approved.
 - B. Financial Report: None
 - C. Events/Shows Report: Discussion about possible need/want for a larger fall show. Topic is expected to be in the January meeting agenda. Also, Lacey Baze moved to approve funds for current fall show traffic control, up to the amount used at the spring show. Leah second and it was unanimously approved.
 - D. Advertising/Marketing Report: Tim moved to adopt the attached Guide Distribution Policy and Sandee second the motion. It was unanimously approved. Also Tim moved to appoint Kristen Harris as distribution coordinator. Amy McCormick 2nd and the motion was approved. Lastly, Lacey moved to purchase 2 more magazine racks. Sandee Moss 2nd the motion and it was approved.
 - E. Website Report: None
- V. Other Business:

Adjournment: Meeting was adjourned by Travis Rollins at 7:18 pm

Monthly Board Meeting Roll Call
Travis Rollins, President

Travis Rollins, President

Amy McCormick, VP Membership

Crystal Littrell, Secretary

Alexi Person, Treasurer

Peggy Erickson, Director, A

Philip Garrett

~~Greg Wilson, Director, B~~

Leah Smith, Director, C

Lacey Baze, Director, D

SEPA Representative

SEPA Representative

Members and Guests
(please print)

**Bridal Association of the Brazos Valley
Bride's Guide Distribution Policy**

The goal of the Distribution Plan for the Bride's Guide is to achieve the maximum possible circulation within the Brazos Valley. The plan must allow the volunteers to each perform their portion of the distribution in an efficient manner and also be well coordinated overall to maintain accurate records of circulation.

The Board of Directors shall appoint a Distribution Coordinator, for the term of one year, beginning January 1 of each year. All volunteers, including any S.E.P.A. volunteers, will receive their allocated copies of the Guide and distribution list from the Coordinator and shall report, on a weekly basis, to the Coordinator the status of their individual portions of the distribution.

The entire distribution of each Guide issue will be documented by the Distribution Coordinator and reported to the Board of Directors periodically and in the form of an Annual Circulation Report to the Membership at the Annual Business Meeting.

The distribution points for the Bride's Guide are divided in to categories for the purpose of an efficient distribution system and accurate accountability

1 - High Traffic Locations (Rack Locations)

These locations will be members or non-members with a high traffic in our target demographic. A distribution rack will be put in place and filled initially with 50 to 80 Guides. The location will be documented and monitored periodically and refilled as necessary until all Guides of that issue have been distributed. If all Guides are distributed and a rack is found to be empty, it will be picked up and documented, to be returned to that location when distribution of the next Guide issue begins.

2 - Single Delivery Distribution Locations

These locations are member or non-member lower volume traffic areas, that are large enough to warrant a delivery, but are not large enough to qualify for a rack. Normally these locations will receive a one time delivery at the beginning of the Guide issue distribution of 15 to 50 Guides. The Coordinator may evaluate these locations and conduct a second delivery, later in the distribution period, if necessary. The location and number of Guides left at these locations shall be documented.

3 - Member Distribution Points

These are high traffic member locations where other members who have a lower traffic volume retail location, or do not have a retail location, may pick up a number of Guides for distribution at their business. All members are encouraged to distribute the Guide at their business locations, however, members should be reminded to only take as many Guides as they believe can be distributed before the next Guide issue is published. These locations will be initially stocked when each Guide issue distribution begins and the membership notified via email. The number of Guides made available for pickup at these locations will be documented. Any guides not distributed and remaining at these locations may be retrieved and placed in High Volume Locations as deemed necessary by the Distribution Coordinator.

4 - Bridal Shows

A copy of the most recent Guide will be offered to each attendee of a BABV Bridal Show. The number of copies distributed to the public at a Bridal Show will be documented.

5 - Online

Each issue of the Guide shall be available to the public via the BABV.org website. Web stats for the current issue shall be documented and included in the Coordinator's Annual Circulation Report to the Membership.

Any expenses of the distribution, for supplies or other costs, shall be requested by the Bride's Guide Committee and/or the Distribution Coordinator, and charged to the expenses of the Guide issue for which the expense is incurred.

The Distribution Coordinator shall be notified by the Bride's Guide Committee Chair, as early as possible, the date the Guide issue will go to print and the expected date of delivery. The Coordinator shall furnish to the Committee Chair the address of the location the Guides are to be delivered.

The Distribution Coordinator shall confer with all distribution volunteers, including any S.E.P.A. volunteers, within the month prior to the expected start of the next Guide issue distribution. Volunteers shall be each furnished with their assigned distribution locations, the expected begin date, where to pick up their allocation of guides and a target completion date of their portion of the distribution. This will provide opportunity for advance planning on the part of the volunteers and everyone will understand what is expected and the task they are committing to.

All Guide distribution racks of BABV will be marked on the front, for public view, with a decal, including the BABV logo, BABV url, the words "Bride's Guide" and the wording, "If you find me empty, please call (phone number)" and a unique number identifier. The racks will also be marked on the back, out of public view, the letters, "BABV.org" and the unique number identifier with paint or another permanent method.

Distribution records shall be used by the Distribution Coordinator to develop plans for future Guide issue distributions in an ongoing effort to consistently improve circulation. The number of Guides allocated, to any given location, may be adjusted by the Coordinator, at any time, provided such changes are documented.

The outgoing Distribution Coordinator shall turn over all distribution records to the Board of Directors so the records may be retained by the Association and the Board may provide the established distribution plan information to the incoming Distribution Coordinator.

The Bride's Guide Committee and/or the Distribution Coordinator may recommend additions or changes to this policy to the Board of Directors. This policy may be amended by simple majority vote of the Board of Directors.

Bridal Association of the Brazos Valley

MINUTES

Monthly Board Meeting

6:00pm, Tuesday, October 15, 2013

Sandee's Sweets, College Station, TX

- I. Call to Order: First Vice President Tim Harris called the meeting to order at 6:07pm. The following officers and directors were present: Tim Harris, Travis Rollins, Sandee Moss, Alexi Person, Amy McCormick, Leah Smith and Lacey Baze. Kristen Smith, Bride's Guide Distribution Coordinator was also present.
- II. Additions to Agenda: There were no additions to the agenda.
- III. Minutes: There were no minutes available to approve, the minutes from the 2013 Fall Banquet and the September Board Meeting will be approved at a later date. In the absence of the Secretary, Tim Harris acted as Secretary Pro-Tem for this meeting.
- IV. Old Business:
 - A. Membership Report: Paige Jatzlau of A Paige in Time appeared for membership consideration. The membership application of Luke Ruffino of Luke's Bartending Service was presented by Harris for consideration in absentia. McCormick moved to approve both new members, second by Moss and approved by unanimous vote. Harris reported that the second membership drive mailing had been completed.
 - B. Financial Report: Person presented the financial report. Motion by Moss to allow Wantuck to transfer funds from checking to money market account, second by Smith, approved by unanimous vote. Motion by Moss, in a procedural vote, to officially approve the \$6000 donated to Pink Alliance at the 2013 Fall Banquet, second by McCormick, approved by unanimous vote.
 - C. Events/Shows Report: Harris reported of a date conflict with the original date that had been set for the 2014 Spring Show and presented the only alternate date available. Moss moved to approve the date change for the Spring Show to Sunday, February 9, 2014, second by Person and approved by unanimous vote. Harris presented a report on the Show Survey that was conducted at the 2013 Fall Banquet. The results will be considered by the Shows Committee and recommendations for changes in the Fall Show will be presented at the November Board Meeting.
 - D. Advertising/Marketing Report: Moss requested approval of funds for the graphic artist to create the Spring 2014 Bride's Guide. Harris moved to approve, second by Person and approved by unanimous vote. Moss reported that it has always been the policy of BABV that there are no refunds or prorating of amounts paid to the BABV for dues or show fees and a question has arisen about fees paid for ads in the Bride's Guide. Rollins moved to adopt a policy of no refunds and no prorating of fees paid for Bride's Guide ads, if a member joins after an edition has been published, or for any other reason is omitted from an edition in which a fee has been collected, the member shall receive an ad upgrade equal to the amount of the fee in the next edition. Second by Person, approved by unanimous vote. Kristen Smith presented a report on the Fall 2013 Bride's Guide distribution. The

BABV has distribution racks in 15 locations around the BCS area, 2 member distribution points and guides were placed at many other local locations. As of the date of the report, over 4000, of the 5000 copies printed, have been distributed.

Smith also reported on goals for the 2014 Spring Bride's Guide to increase circulation.

- E. Website Report: Harris reported he has been having discussion with Les Lee of eSiteful about the future of the BABV.org website. More information will be presented at the November Board Meeting.

V. Other Business:

- A. Holiday Party: Rollins and Moss presented a proposal to have a holiday party for the membership on Tuesday, December 3, 2013, 6pm. Rollins moved to approve, second by Moss, approved by unanimous vote.
- B. Agreement with Bryan Broadcasting: Rollins reported on the lack of a current written agreement between BABV and Bryan Broadcasting. Harris, Moss and Person presented background information of previous written agreements and how we arrived at our current position. Rollins presented a draft agreement for consideration. Suggestions for changes were made by several board members. Baze moved for Rollins to incorporate the suggestions into the draft agreement and email it to the board for review and then schedule a meeting with Bryan Broadcasting, second by Person and approved by unanimous vote.
- C. Board Meeting Location: Rollins presented the possibility of changing the location of the Board Meetings. After brief discussion, no vote was taken.
- D. Dinner at Board Meetings: Moss reported that due to the earlier time of Board Meetings (6:00pm, instead of the previous 6:30pm) and the length of the meetings due to the amount of business being discussed, it would be favorable if we had dinner at the Board Meetings, like we did for so many years in the past. Harris explained that we had dinner at Board Meetings until the location moved to a location that would not allow food in their meeting room. Moss moved to have dinner at Board Meetings, second by Baze and approved by unanimous vote. Baze volunteered to coordinate ordering and delivery of the meals.

VI. Adjournment: Meeting was adjourned by Harris at 8:12pm



Annual Fall Banquet and Business Meeting
Tuesday, October 8, 2013 at Rock Lake Ranch

Banquet Minutes

Travis Rollins, President welcomed everyone to the 2013 Fall Banquet of the Bridal Association of the Brazos Valley at 7:14pm at Rock Lake Ranch. Social Hour and Member Meet and Greet, Networking Time had begun earlier at 6:30pm. There were 78 persons in attendance, representing 34 memberships, Pink Alliance, SEPA and Lamar Advertising.

Rock Lake Ranch was thanked for hosting the Banquet.

Darlynne Beard of The Greenbranch gave the invocation.

Dinner was served by Epicures Catering.

Travis Rollins made remarks about the Fall Show and thanked Lamar Advertising for their assistance with billboards for the 2013 Fall Show.

Travis Rollins and Tim J Harris presented a check for \$1000 to the SEPA (Student Event Planners Association of Texas A&M) and a check for \$6,000 to Pink Alliance. Pink Alliance was the designated charity for the 2013 Fall Bridal Show and Benefit.

Tim J Harris spoke about the Show Committee Survey that members were asked to complete at the Banquet.

Amy McCormick spoke about the upcoming Spring 2014 Bride's Guide.

Amy McCormick and Travis Rollins conducted the door prize drawings for the twelve floral centerpieces donated by member florists.

Amy McCormick and Travis Rollins conducted the door prize drawing for a free single 10x10 inline booth at the 2014 Spring Bridal Show and Benefit. The winner was University Flowers

Travis Rollins thanked everyone for attending.

Bridal Association of the Brazos Valley

MINUTES

Monthly Board Meeting

6:00pm, Tuesday, November 19, 2013

Sandee Sweets, College Station, TX

- I. Call to Order: Travis Rollins called the meeting to order at 6:02pm. The following officers and directors were present: Tim Harris, Amy McCormick, Sandee Moss, Crystal Littrell Beato, Alexi Person, Peggy Erickson, Phillip Garrett, Lacey Baze, and Leah Smith.
- II. Minutes: Motion by Alexi Person to approve the 2013 Fall Banquet, September 2013 BMM, and the October 2013 BMM. Second by Sandee Moss, approved by unanimous vote.
- III. Old Business:
 - A. Membership Report: Amy McCormick moved to approve all three prospective members listed below. The motion was 2nd by Sandee Moss and unanimously approved.
 1. Courtyard By Marriott – Jan Kyle
 2. Kim Kuhlman Photography – Kim Kuhlman
 3. North Hair Design Studio – Jan Creery & Shayleen Holman
 - B. Website Report: Presentation by Les Lee of eSiteful regarding a need to upgrade current BABV.org site. Harris moved to go forward with the website rework, create a committee to develop a wish list and submit to eSiteful for an estimation. Then to report the outcome to the January board meeting. Leah Smith 2nd the motion and it was unanimously approved.
 - C. Financial Report: Alexi Person presented the financial report.
 - D. Events/Shows Report:
 1. Spring 2014 Show: Tim Harris presented that based on member feedback, 2/3 recommended the spring show hours be from 12-4. Harris moved to accept the recommendation and that the hours be officially set from 12-4. Rollins 2nd and the motion approved. Harris moved to accept the attached spring show floor plan, Garrett 2nd and it was approved. Harris moved to use Events to Remember for the pipe and drape at the spring show. Rollins 2nd the motion and it was unanimously approved. Garrett moved to approve the spring show budget, it was 2nd by Person, and unanimously approved.
 2. Fall 2014 Show: Harris moved to have a comment period for membership, and to bring information from members to the January Meeting.

Adjournment: Meeting was adjourned by Travis Rollins at 8:38 pm