

Monday, December 13, 2010, 4:30 PM

SERWOCN Board of Directors' conference call.

Present: Laura Shafer, Mary McNeil, Merrill Fraser, Sharon Traylor, Patti Haberer, Charlene Demers

Subject:

1. Discussion regarding continuing issues with Cathy Womack (CAMI, Custom Association Management, Inc)
2. Discussion regarding proposal of potential new association management company, Ian Cordes, Corecare Associates, Inc.

Conference call moderated by Laura Shafer.

Discussion: Cathy Womack has provided conference planning and other related services for SERWOCN since 1998. On behalf of the membership of SERWOCN, the 2010 Board of Directors acknowledges and appreciates the service Cathy has provided over the past 12 years. However, as a vibrant organization with 640 members, we agree that we have outgrown the services she can provide. To that end, the 2010 Board of Directors of SERWOCN has discussed and agreed to terminate the business relationship between SERWOCN and CAMI, Custom Association Management, Inc. We support Cathy in her future endeavors.

Charlene Demers:

Motion that SERWOCN terminate the business relationship with Cathy Womack, CAMI, Custom Association Management, Inc. effective December 13, 2010.

Second: Mary McNeil

In favor: 6

Opposed: 0

Charlene Demers:

Motion that SERWOCN offer Cathy Womack severance equivalent to 2 month's salary: SERWOCN will pay Cathy Womack (CAMI) \$2000 on submission of electronic data with the stipulation that electronic records be submitted to the new management association by January 21, 2011. SERWOCN will pay an additional \$1500 on receipt of archived hard copies/files, with a target date of Jan 31, 2011. (Pick up or shipped)

Second: Mary McNeil

Terms of termination of contract and release of severance monies:

Cathy Womack should submit a change of address form from her P.O. Box # to new the address as determined by new management company.

Cathy Womack should submit all outstanding invoices to date to the treasurer of SERWOCN.

Cathy Womack should provide or return the tax ID certificate.

Cathy Womack should provide a list and/or data base of vendors who routinely support SERWOCN.

Cathy Womack should submit to the new management company all electronic records associated with SERWOCN including but not limited to current unfinished work by the graphic designer and the current membership data base used for blast emails.  
Target date January 21, 2011.

Cathy Womack should send to the new management company all boxes of files associated with SERWOCN including but not limited to evaluation forms from past conferences and unused paper with SERWOCN letter head.  
Target date January 31, 2011.