

New England CPE
Board of Directors
Sept. 19, 2019

Bedford, NH

10:00 am

MINUTES

1. Call to Order
2. Roll Call

NECPE Board of Directors P=Present/Ph=Phone/A=Absent

Bacon, Matt (Ph)	Jackman, John (P)	Malone, Mark (Ph)	Stallkamp, Christian (P)
Forte, Scott (P)	Jean, Bill (P)	Martin, Doug (P)	Valentine, Ralph (A)
Hersch, Jerold (P)	Johnson, Star (P)	Pascucci, Chris (P)	
Hirsch, Larry (P)	Lefebvre, Matt (P)	Perry, Greg (Ph)	

1. Secretary's Report – M. Bacon

- a. **MOTION** to accept the minutes of the July 2019 meeting was **SECONDED** and **APPROVED**.

2. President's Report – D. Martin

- a. Penchansky & Co. Review Financials Statements 2018:

DAVE PENCHANSKY:

Doing this year is different. The firm has been hired to present an audit of the financial statements as prepared for the previous year's operations. This year's reports are done in accordance with GAAP by presenting combined financial statements of all operating entities under CIBOR, meaning that financials of CPE are included in the same view. Three levels of assurance are provided by auditors. Compilation, the most basic; Review, which is the middle level; and Audited, which is the most comprehensive. As determined by the firm's professional opinion, Reviewed statements are a satisfactory level of audit for this organization.

An evaluation of the value of the assets and operations has never been done on our CIE. No official valuation of the organization therefore can be provided.

- b. NECPE Governance Update:

The members on the Nominating committee will be Doug Martin, Christian Stallkamp, Ralph Valentine, Louise Norwood, Dave Garvey, Joe Friedman, Bill Jean, Larry Hirsch and Matt Bacon.

- c. NECPE Marketing Task Force Update:

Marketing sessions are going great, and we're growing well. The posts Danielle is putting together (50% or so coming from her) are quality, above and beyond the scope planned, and the metrics and clicks are growing very positively. Overall, the initiative has been very successful. The only major area for improvement is more content from our members.

3. **Treasurer's Report** – B. Jean

- a. A **MOTION** was made to accept the month end financials for July and August 2019. The **MOTION** was **SECONDED** and **APPROVED**.

After 10 years as Treasurer, Bill Jean will be stepping down and Jeff Boufford will take over as Treasurer and Jeff will be joining the Board.

4. **Office Administration Report** – A. Ropes

- Since the last meeting in July there have been 15 inquiries for NECPE: 10 NH, 3 ME, 2 MA.
- As always I continue to monitor request for deletions/withdrawals. I have had a couple of violation where the company name was in the comments section, they were promptly removed.
- The Northshore commercial networking event at the Grill 110 in Haverhill was held Sept. 12th. Salem Five sponsored the event. Does Scott have any comments on how it went?
- Continue working with Task force posting articles, etc.

5. **New Business**

City of Concord – GISP is taking data and using it without our permission and giving it to Concord. It appears that the content from our database that we own is being passed along to Concord without them paying a separate use fee. Our board is not comfortable with this. It should be paid for along with everyone else. There was substantial discussion on how to achieve this, but this may need to be determined by a committee or task force.

Nancy from Catylist has asked NECPE for a testimonial to add to the new site to be launched soon. We will negotiate first before providing a testimonial. It was decided that John Jackman would be the best to provide a testimonial. John will draft something and present it in November.

A task force was formed to review the data feed contracts. Ralph Valentine will chair the task force. Other members are Scott Forte, John Jackman, Matt Bacon and Matt Lefebvre.

6. **Adjournment**

A **MOTION** to adjourn the meeting was **SECONDED** and **APPROVED**. Meeting adjourned at 10:58 am.

Respectfully submitted,

Matt Bacon
Secretary