A luncheon meeting was held on Thursday noon, April 3, 1969, at the Stardust Hotel, Las Vegas, Nevada. The following members represent the Board of Directors for 1969-70:

Merle M. Ohlsen, President  
Ralph F. Berdie, President-Elect  
Gail F. Farwell, Past President  
Leonard C. Tysver, Treasurer  
Willis E. Dugan, Executive Director  
Charles L. Lewis, ACPA  
Anthony C. Riccio, ACPA  
Donald E. Super, NVGA  
Josiah S. Dilley, SPATE  
Frank E. Morin, ASCA  
George E. Ayers, ARCA*  
Warren G. Findley, AMEG  
Oscar Gjernes, NECA  
C. Denny Auchard, Senate  
Katherine W. Cole, Senate  
Gene Kasper, Senate  
James C. Windsor, Senate

President Merle Ohlsen opened the meeting with a review of several actions that would need to be considered at this first brief meeting of the new APGA Board. President Ohlsen identified the fact that a wide scope of new activities and programs were projected for the coming year. In consequence, he alerted Board members that a careful consideration of actual priorities would need to be established by the Board as the annual budget is prepared.

President Ohlsen called for nominations from the Board for the Executive Committee which, in addition to the APGA officers, is comprised by one member elected to represent the Senate representatives and one member to represent Divisional representatives. On the basis of the Board nominations and elections, Katherine Cole and Anthony Riccio were elected as the two additional members of the Executive Committee.

The Executive Committee for 1969-70 is therefore comprised of the following members:

Merle M. Ohlsen, President, APGA  
Ralph F. Berdie, President-Elect, APGA  
Gail F. Farwell, Past President, APGA  
Leonard C. Tysver, Treasurer, APGA  
Katherine W. Cole, Senate Representative  
Anthony C. Riccio, Division Representative  
Willis E. Dugan, Executive Director, APGA

President Ohlsen commented on the arduous responsibility facing Division officers and all Senators in participating fully in the extended Senate meetings which are held at each Convention. He supported the view that a clear responsibility exists for all Senators to attend such meetings although realizing that this will restrict many of them from program participation in the Convention itself.

*Designated by ARCA President Leonard A. Miller.
President Ohlsen therefore suggested that consideration might be given to a re-location of the Senate meetings within the Convention format. Discussion by the Board led to a suggestion that possibly a Saturday meeting of the Senate prior to the Convention and a Thursday meeting of the Senate at the close of the Convention might work out more satisfactorily. This matter should be further considered and a decision reached at the next regular meeting of the Board of Directors.

President Ohlsen introduced Executive Director Dugan for a statement with reference to the implications of the dues increase and the recent actions of the APGA Board and Senate. The statement of the Executive Director highlighted the following principal points:

1. The Senate action to approve APGA dues alternative No. 3 represented a very satisfactory forward development. The Senate approval of the $23.00 annual base dues for APGA will have in addition such specific variable dues as each of the eight Divisions have or will determine. The APGA headquarters will need to know the actual amount of Divisional dues no later than May 1 in order to put into effect the computer processing, membership billing, and changeover of membership promotion materials, brochures and application forms no later than July 1.

The new dues structure for APGA will go into actual effect on September 1, 1969. This lead time is necessary in order to re-punch all membership data cards and complete the necessary replacing of all forms. This date of effectiveness indicates that the 1969-70 budget will probably benefit by approximately one-half of the dues increase for this coming budget year. Up to September 1, all members of APGA and Divisions will be billed on the basis of the previous existing dues rate for the Association. All budgets will therefore need to be constructed with these limitations of new revenue in mind.

2. Several substantial commitments for new program developments in the Association were made by the Senate and by established Board and Senate policy. Briefly, these commitments are as follows:

  The budget range indicated allows for such decisions as may be made for professional salary, secretarial assistance, travel, printing costs, telephone and telegram, as well as employee benefits and taxes.
  $35,000 - $55,000

- b. Commission on APGA Structure, Function and Goals.  
  up to $40,000

- c. Salary Adjustments (estimate).  
  APGA policy provides that salary rates for headquarters personnel are to be maintained consistent with federal salary scales which will be changed upward at the rate of approximately 10% on July 1, 1969.  
  $25,000 - $25,000
d. New Base Programs of APGA.  
These new programs are specified on page 10 of the March Guidepost in the chart of dues alternatives. They include Policy Commissions, Branch and Division leadership development, Guidepost expansion, and program development reserve. This amounts to a figure of $2.67 per member. Either a half year or a full year of projected new programs will need to be decided.  

$40,000 - $80,000  

e. Building Reserve.  
This is based on the continuing APGA policy of reserving $1.00 of each member's dues to the property and building reserve fund each year.  

$29,000 - $29,000  

f. Fixed Cost Increase.  
This item within the dues alternatives plan provides a cushion for inflationary costs at the rate of .83¢ per member.  

$12,500 - $25,000  

TOTAL PROJECTED COMMITMENTS  

$141,500 $254,000  

Increased revenue from dues increase (estimate).  

$70,000  

Increased revenue from membership processing charge ($1.00).  

$18,000  

Total Increase  

$88,000 $88,000 $88,000  

COMMITMENTS IN EXCESS OF INCREASE  

$53,500 $166,000  

It would appear that program commitments as projected substantially outweigh projected new revenue from dues for 1969-70.  

3. On the basis of the above estimates and projections, it would appear that commitments have been developed which currently exceed APGA's resources of reserve, budget income, space facilities, and staff potential to the point where definite administrative adjustments and program priorities will need to be established.  

4. The Executive Director further recommended that the Finance Committee, Board and Senate consider a possible new policy in the direction of the following:  

Any future Board or Senate action for new Association programs or activities which may require an annual budget in excess of $5,000 be given prior referral to an appropriate committee for one year for study and recommendation as to feasibility prior to implementation.
It was moved and seconded that: The Executive Director draft appropriate job
descriptions and delineations of functions and possible options to implement the
Senate action on Resolutions A and B for the establishment of NONMC and submit to
the Board of Directors for review. No budget is expressly authorized but the
report on such a plan will be made to the Board of Directors at its June meeting
for action. Motion passed.

It was moved and seconded that: APCA headquarters provide an invitational meet-
ing for all Divisional Treasurers for orientation on budgetary and financial
procedures and that such Division Treasurers come to this workshop with proposed
Divisional budgets. Motion passed.

COMMENT: The Executive Director urged that APCA and Divisional budgets
must be correlated to the extent that work loads, special
projects, Divisional commitments and other activities which
require headquarters staff time, facilities and cost may be
anticipated.

Three possible future Convention sites for APCA were represented at the closing
session of the luncheon meeting by Convention Bureau representatives from Los
Angeles, California; Anaheim, California; and Seattle, Washington. Mr. James
Connolly of Los Angeles, Miss Sylvia Maishak of Anaheim, and Mr. Robert Hill of
Seattle each made a presentation of the facilities and advantages available to
APCA in holding their Convention at some future time in one of these cities.

The next Board of Directors meeting. By general agreement it appeared that the
most feasible date for the next regular meeting of the Board of Directors would
be June 12-14, at APCA Headquarters in Washington. All Division Presidents were
urged to arrange at Division expense, for the attendance of their Divisional
President-Elect. This was viewed as a valuable orientation experience for Presi-
dents-Elect as they prepare to enter the Board as a member during the succeeding
year.