

SMSA Conference Call  
Wednesday, June 2, 2010  
1:00 pm – Mountain Time

In Attendance:

Carol Thurn  
Ray Pierce  
Ken Kiphart  
Bob Secrest  
Joan Rasmussen  
Pat Hahn  
Ron Thompson  
Ruth Wilson

Excused:

Andy Krajewski  
Joe Tyree

APPROVE MARCH MEETING MINUTES

- ✓ *Ken Kiphart moved to accept the minutes as presented. Ray Pierce seconded. The motion carried unanimously.*

Ruth will post the approved minutes to the website.

OHIO CONFERENCE UPDATE – Bob Secrest, Ruth Wilson and Carol Thurn

Bob Secrest

- Photo and biography for keynote speaker has been added to the website so attendees can read about who is presenting.
- The planning for the Harley-Davidson event on Saturday night is moving along. Have reduced the estimated cost to \$9,833.40 for food, music, tents, tables and chairs and transportation (4 busses) for 300 people. Bob will email a breakdown of estimated costs for this event. Will purchase ice from caterer and use their coolers to fill with soda and water purchased. Caterer will serve the food and the Ohio staff will man the beverage tent.
- Working on setting up the awareness ride with the Columbus Police. Awareness ride would be from the Doubletree Hotel to the AMA with an Ohio police escort.

Ruth Wilson

- Re-written guidelines for hosting an annual conference have been posted on the website.
- Sponsor solicitation letters have been mailed. To date the only sponsor we have is ABATE of Ohio, Inc. - \$625.00 for a coffee break.
- Bob and Missy will contact US Insurance/Philadelphia Insurance and MillerCoors re: sponsoring the Friday evening event. Ruth will send contact information for these three organizations to Bob Secrest and Missy Armstrong.

- Conference jerseys, bags and name badges with lanyards have been approved and ordered.
- Most breakout sessions have been added to the website with the exception of:
  - SMSA Survey
  - June Kelly – Law Enforcement and Motorcycle Safety
  - Denise Hanchulak – Graduated Motorcycle Licensing
  - Sergeant Mark Brown
    - After discussion, it was determined June Kelly and Sergeant Mark Brown will not be presenting.
- Conference program is in process
- To date, we have 68 conference registrations, we had 69 at this time last year – total registered prior to 2009 conference was 252.
- Doubletree currently has rooms available as follows:
  - 17<sup>th</sup> – 7
  - 18<sup>th</sup> – 22
  - 19<sup>th</sup> – 19
  - 20<sup>th</sup> – 65
  - 21<sup>st</sup> – 65
  - 22<sup>nd</sup> – 41
  - 23<sup>rd</sup> – 0 – Stephanie Robbins will add five room to our block for the 23<sup>rd</sup>
- Room reservations have been made, verified all committee members received their confirmation numbers
- Discussed conference water bottles. After discussion, committee agreed we would not be purchasing the water bottles.

#### PDW – CAROL – INSTRUCTOR, NHTSA

- SMSA has a contract in place with Stacey Axmaker for the Instructor/RiderCoach PDW. The PDW will be presented by Sunshine Gillette. Curriculum will be reviewed prior to the conference. They will provide books and all documents to the RiderCoaches for the session. Ruth Wilson will provide attendance numbers to Stacey Axmaker as the conference gets closer so he will know how many books and other materials to have printed.
- Invitations for the State Administrators PDW need to be posted on the website and state administrators need to be invited directly. Carol Thurn will contact Diane Wigle at NHTSA for a write up to be used.

#### NTSB – CAROL – BUSINESS MEETING ONLY

- Bill Gossard will not be presenting a breakout session during the conference. We will have the SMSA Survey breakout session to replace his session slot. The SMSA Survey session will be presented by Joan Rasmussen and Pat Hahn. Carol advised she can get any printing they need done in her office.

#### SMSA SURVEY – CAROL

- See above

#### SECRETARY POSITION

- When reviewing the SMSA bylaws the secretary position was discussed. We need to have that position for when the committee goes into executive session to take minutes. Articles of incorporation also require a secretary as an officer of the organization. After discussion, committee agreed the secretary position shall remain. Carol Thurn will work on updating the wording for the duties of this position.

#### LIFESAVERS REPORT – JOE TYREE – Tabled until next meeting

#### BUSINESS MANAGER'S REPORT – RUTH WILSON

- Currently working with Frank Hurt to get SMSA store set up for jerseys
- 2009 financial review and taxes have been completed
- New contact information for Washington is on the website
- Have email Frank Hurt re: guidelines for website advertising, have not received a response yet
- Still need to contact a college student to make some suggestions on website design

#### COMMUNICATIONS – CAROL THURN & PAT HAHN

- Carol thanked Pat for accepting the Communications Chair position. Asked Pat to be prepared to deal with the media during the 2010 conference and help the host state with news releases for the conference. Pat asked the host state to send any information they provide to the press to him so he can be prepared to talk to the press during the conference.

#### PROJECT MANAGER REPORT – RON THOMPSON

- Has been in contact with Tom Furey, he has not returned any of Ron's calls
- Received approval to move ahead with the Regional Summits last week. Has found potential hotels for the summits in Baltimore, Maryland and Chicago, Illinois as follows:
  - Baltimore, Maryland – Comfort Suites
  - \$200 for meeting room
  - Sleeping room rate \$94.92 including tax
  - Restaurants in the area
  - Free shuttle service
  
  - Chicago, Illinois – Holiday Inn
  - \$250 for meeting room
  - Sleeping room rate \$99.44
  - Restaurants in the area
  - Free shuttle service

- Ruth Wilson will check into Denver hotels once Ron provides specifications.
- Carol asked Ron to talk to Corporate, Professional and Supporting Associate members about donating for the conference.
- Ruth Wilson will send a current list of Corporate, Professional and Supporting Associate members to Ron Thompson.
- Ron will be working on reviewing the SMSA Policies and Procedures.

#### ACTION ITEMS

- Carol asked the committee to let Ruth know what action items have been completed.

#### OTHER

##### 2011 Conference

- 2011 Conference will be in Des Moines, Iowa
- The Marriott hotel is the first choice based on site visit conducted by Carol Thurn and Ruth Wilson in April 2010. The Convention and Visitors Bureau will be involved in helping with the conference including staff time and funding for some activities.

#### ADJOURNED

- Conference call adjourned at 2:06 pm – Mountain Time

#### NEXT CONFERENCE CALL

- July 7, 2010 – 1:00 pm – Mountain Time