

MINUTES: 1/27/99 FCCA Board of Directors Telephone Meeting

Present: Martin H. Oogjen III, Lance S. Wilson, Sam Hamrick, Jr., Donna Craig, Corrine Szalay, Pat Kelley, Eileen Levine, Edith Jazmin, Cherie Schaefer, Bonnie Taylor, Steven Ludwig, Sheila Beauchene, David Borkoski, William Heede, Becky Bates and Anne Kuschel.

1. Miami Conference:

Martin Oogjen received a letter from Attorney Steven M. Rudner, who represents the Eden Roc. The letter stated that the FCCA has 48hrs to respond as to whether they are going to have the conference at the Eden Roc.

Martin Oogjen held a mini conference with Barry Dunford, Bill Heede, Sam Hamrick and Lance Wilson on 1/26/99 to discuss this issue. All members agreed that we needed to respond immediately. Bill Heede contacted the Law Firm of Holland & Knight. It is a very prestigious law firm in Miami. Martin Oogjen spoke with Tracy Nichols, esq. this morning. Marty advised that if the Eden Roc wanted to push this it could lead to some legal issues. Marty wants to receive a written rescission from the Eden Roc. Marty was assured that the contract with the Wyndham had not been signed.

Marty then asked for authority from the Board to go forward and contract with Holland & Knight in Miami. Hopefully, costs can be kept to a bare minimum.

Bill Heede stated that there was no amendment to the original contract with Eden Roc. He stated that he contacted them on 11/08/98 to tell them that the contract was signed by the President. David Borkoski asked what the exposure is with the current contract. Martin Oogjen stated that exposure could be significant. He recited the cancellation clause from the contract. The damages included 25% of all rooms booked and any lost revenue from breakfast & dinners that they would have gained. Bill Heede stated that the budget and the agenda will have to wait. He had a preliminary budget and proposed agenda for the Board to review.

Corrine Szalay moved to approve the hiring of the law firm of Holland & Knight. Edith Jazmin seconded. No one opposed.

Time is of the essence. We need to get the Journal out.

There was a concern addressed that the advertisement on the website for the Wyndham was incorrect. It was agreed that no advertisement would be made until the contract was signed. Marty will e-mail Cam once that was accomplished.

David Borkoski wondered if there was an estimate of the legal fees. We will have to take it one step at a time. Marty stated there is a good indication that we have a good case.

2. Wyndham Contract

There was a lengthy discussion as to the terms of the Wyndham Contract.

Page 2: David Borkoski asked Bill Heede to ask for the preceding Saturday and the following Friday to be included in the contract. Bill stated we would have to negotiate this. Bill does not want to make a guarantee. Dave stated we should have a block of 50 for the preceding Saturday and a block of 50 for the following Friday.

Page 3: It was suggested that when we advertise for the conference it would be best to include all extra fees in the room rate. Bill was asked to check to eliminate the clause of early departure. Under the present reservation clause, it incorrectly states that FCCA will be responsible for any no shows. It should be the responsibility of the individuals. FCCA will not be responsible.

Page 4: David Borkoski suggested to Bill Heede that meeting room capacities may not be enough. A suggestion was made to fill out forms as a way to take attendance and come up with a census for future years.

Page 5: It was suggested that Bill see if we can get the service and labor charges waived. It will save us \$100.00. There is also a charge for the receiving of boxes, which may cause a problem with the vendors. The vendors will ship everything that they can not

bring to the hotel. They need to know that there will be an additional charge for the boxes.

Page 6: Dave suggested that Bill ask the caterers to give him an extra 24 hrs. to give them the figures of the number of guests attending hotel events. They are asking that we give them Tuesday and Wednesday night figures on the preceding Friday. This is too soon.

Page 7: Bill Heede stated that he will need \$5,300.00 to guarantee the hotel contract. Cherie Schaefer made a motion to give Bill the money and Corrine Szalay seconded it. No one opposed. Donna Craig asked if we are offering a reduced registration fee if you pay in advance. Cherie Schaefer thinks it is a good idea to assess a late charge. Donna Craig asked if she should make a check out to Marty in the amount of \$5,300.00. Marty suggested that we wait until we figure out what is going on with Eden Roc. (Most of the terms that were discussed that could be included were included in the final hotel contract.)

3. Schedule for Conference:

Bill Heede gave us a preliminary schedule.

Monday:

AM - morning sessions & Clerks' and Deputy Clerks' luncheon.

PM - Cabana Night at hotel and hospitality suite.

Tuesday:

AM - Educational sessions.

PM - golfing tournament.

(7:30pm -12:00mid.)

Wednesday:

AM - Business Meeting. Vendors fair.

Educational sessions.

PM - Carribean Night at the Courthouse.

Thursday:

AM - 5K run

PM - Educational sessions and motivational speaker.

Marty spoke of a concern with the expense to bus people. Bill Heede responded to keep costs low he planned three nights at the hotel and only two nights out. Bill also added that all functions will break off around 9:00 or 9:30. Nadine Smith asked when we would recognize the seniors. Bill stated maybe

Monday night.

4. By-Laws: There was a matter left over from the mid-year meeting. The By Laws Committee proposed a by-law that the by-laws could be waived in specific instances. Marty does not feel we should move on it. Lance Wilson moved to table the suggestion. Corrine Szalay seconded. No one opposed.
5. FCCA Recruitment: David Borkoski designed a new FCCA recruitment brochure. He needs to add the FCCA logo to the paper and send copies to everyone including Circuit Reps. He asked to please not distribute them until the change was made.
6. Goldcoast T-shirts: There was a suggestion that the FCCA logo shirts be on sale at the conference in Miami. It may cause problems with the conference T-shirts. Another suggestion was that they should also be offered in the Journal. DCC should take care of this issue. Nadine Smith stated that she would speak with Maria. The price of the shirt will include shipment.

Conference call ended at 1:25pm.

Respectfully submitted,

Jeanie M. Gustafson