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The Board of Directors of the American Association of Daily Money Managers met via telephone conference on Wednesday, October 4, 2017, with Leah Nichaman presiding.

PRESENT

Leah Nichaman, President
Clare Dubé
Caitlin Hall
Amie Hyman
Lewis Knopf
Alison Salisbury
Sheri Samotin
Gideon Schein
Marcia Turner
Robyn Young
Denise Ott, staff
Catherine Krein, staff

ABSENT

Jackie Bell
Courtney Smith

Ms. Nichaman called the meeting to order at 7:01 p.m. Eastern time. She thanked everyone for being on the call.

She reported on her trip to Seattle where she had lunch with ten members. She said that these individuals were not interested in getting involved or attending the conference. She mentioned about starting a regional group in the area and no one seemed interested at this time. She planned to continue emailing the members to keep them informed on AADMM. The board asked how she found the individuals and Ms. Nichaman stated that she used the "Find a DMM" tool on the website.

The minutes of the Board conference call held July 29, 2017 were approved as previously distributed on a motion by Ms. Turner, seconded by Ms. Hall, and carried unanimously.

WEBSITE UPDATE

Ms. Hall provided an update on the website. She mentioned that there are significant issues, and she is looking into two possible web designers to correct these issues. She noted that the two companies are Round4 and Silver Light Solutions. Round4 is updating the NGA website and Silver Light Solutions works with Ms. Nichaman as her web designer. Ms. Hall explained that she went through all the items with both and asked for proposals. Round4 provided an estimate of \$2,250 for 15 hours and Silver Light Solutions estimated \$3,500 or 35 hours. She mentioned Ms. Ott, Mr. Knopf, and she are reviewing the proposals and hope to have a decision by the end of the week. Both companies have sent Ms. Hall examples of websites they have created. Silver Light Solutions stated that the current website platform is not ideal and that, due to having so many plug-ins, could result in more issues when updates occur. He recommended a more custom website. However, Round4 has worked with WordPress and is confident that the challenges can be resolved. Ms. Hall also noted that Ms. Ott talked to AADMM's current webmaster about how long the plug-in updates could take, and she estimated three to five hours per quarter. The board thanked Ms. Hall for her hard work on the website. Ms. Samotin recommended budgeting a few hours a month on updates for the WordPress plug-ins. Her website is being redesigned and the developer recommended this to her. Mr. Knopf agreed with Ms. Hall that both companies are competent and he would be comfortable with choosing either. Ms. Hall planned to work with Mr. Knopf and Ms. Ott on determining a final selection.

BACKGROUND CHECK RESPONSES

Ms. Nichaman reported that the background check request for proposal (RFP) was sent to ten companies and only two proposals were received. The proposals were from Sterling Talent Solutions and Global Investigative Services. She noted that Global is a smaller company which she found slightly more expensive. Sterling seemed to have more in-depth searches. Plus, Sterling stated that the background checks are returned within 48-72 hours. Global's timeframe was a slight bit longer. Ms. Young noted that when she reviewed both proposals, she felt that Global would provide excellent customer service considering the customization of their proposal for AADMM. She added that Global identified the person AADMM would work with and Sterling did not. She stated that Sterling would identify a person after the contract was approved. Ms. Nichaman mentioned that when it came to auditing contractors Sterling explained how they handle this and Global did not. She noted that this would have to be asked on an interview.

Ms. Nichaman asked the board if two proposals were enough and whether AADMM should consider sending the RFP to The National Association of Background Screeners (NAPBS). This association lists 96 firms that can provide background check services to AADMM. The board had a lengthy discussion on whether or not to send the RFP again and decided to interview the companies which have already provided proposals. After the interviews, if the small task force still feels it's necessary to look for another firm they can send it out again.

Ms. Samotin explained her experience with Global and mentioned that there were some issues at the beginning of set-up but after those issues were resolved, she has not had any more problems. She also requested that before the interviews take place to ask each to price out what a background check for AADMM's purposes would cost so that the task force can compare the rates.

Mr. Schein asked that the RFP be sent to him so he could ask the firm he works with to respond. Ms. Ott planned to send him the RFP.

Ms. Nichaman asked for volunteers to serve on the task force with her. Mr. Schein, Ms. Dubé and Ms. Ott volunteered.

AGENCY NON-RENEWAL CALLS

Ms. Nichaman asked how the non-renewal agency calls went. Mr. Schein and Ms. Turner mentioned that they called and emailed their non-renewals multiple times with no response. Ms. Young discussed that one of the non-renewal agencies said that AADMM did not provide any value to her since she serves high net-worth clients and AADMM seems geared to the elderly. The board discussed this comment and said that the 2017 conference schedule is not geared to any specific niche. After the discussion, the board agreed to contact non-renewing member agencies again next year.

ORGANIZATION CHART WITH POSSIBLE 2018 ACTIVITIES

Ms. Nichaman referred to the chart on possible activities for next year's budget. This chart was included in the board meeting packet for today's meeting. She asked the board to prioritize the activities they felt were most important and send her and Ms. Ott that list. Ms. Ott reminded the board to consider staff time, volunteer time and budget when prioritizing.

AGING LIFE CARE ASSOCIATION (ALCA)

Ms. Nichaman received Aging Life Care Association's (ALCA) call for presentations which proposals are due by Friday, October 6. She asked Ms. Samotin whether there are any prepared presentations AADMM can submit. Ms. Samotin explained that there are three

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presentations that the Ambassador committee has completed as well as another session she is presenting at the National Academy of Elder Law Attorneys (NEALA). She asked Ms. Nichaman to find out which of the four presentations ALCA would prefer. Ms. Nichaman said she would be in touch with ALCA and then contact Ms. Samotin to work on a proposal.

Ms. Dubé asked whether ALCA still planned on sponsoring AADMM's conference in November and Ms. Nichaman said she would ask.

Ms. Dubé mentioned that there will be a photographer at the conference and that a board photo could be taken. Ms. Ott reminded the board that when a time is identified to remember to invite Barbara Boustead, new board member for 2018. Ms. Nichaman said that she will mention the time to Ms. Boustead.

The call concluded at 8:17 p.m.

Denise Ott

10-9-17 do