

ACRP Board Meeting Minutes
Tuesday, May 9, 2006
Hyatt
Houston, TX.
Arboretum I&II

P.O. Box 61589
Vancouver, WA.
98666-1589

Bus. 1-800-690-3921
Fax: (360)-834-3507



Board Chairman Mike Parnell presiding. Attending were:

Devon Beasley
Danny Bishop
James Cahill
Scott Fleming
Tom Gilbert

John Hellums
Jerry Klinke
Paul Kuber
Ray Linton

Mike Parnell
Mike Riggs
John Sakach
Mike Terry
Andrew Wilson

Not attending were Ritchie Castonguay, Brad Closson, Jim Krull, Rick Knoche, Todd Nichols and Ron Overton
Staff present were Suzanne and Dick Stilwill

- I. The meeting was called to order at 8:42AM by Chairman Parnell, who welcomed those in attendance, asked for the introduction of attending Board members, followed by a discussion of the agenda items and the media attendees at the General Assembly.
- II. Motion to approve minutes from the January meeting in Las Vegas, NV., 01/27/06, by Jerry Klinke, second by Paul Kuber. Motion called to vote. Passed unanimously
- III. Discussion on the post card distribution program. Mike Parnell reviewed those companies who volunteered to mail to their mailing lists, including his own.
- IV. Management reported on various administrative issues.
 - A. The number of members invoiced for dues in 2006 to date was 126, of which 115 have paid. There are 8 members unpaid and 3 who have indicated they did not wish to rejoin. The billings included 52 in the additional member category.
 - B. The attendance for the meeting in Houston was projected to be approximately 60, with 3 spouses registered.
 - C. Special mention of the Assembly sponsors, who contributed a total of \$7,345.00. Mike Parnell requested that all sponsors who make a contribution to the association be recognized and urged everyone to advise the office of their participation. Members who make other than direct monetary contributions, but spend their company funds for projects benefitting ACRP should advise the office so that proper recognition can be given. As an example, Industrial Training International contributed over \$1,700.00 for the post card mailing. This was reflected in their level of sponsorship (Platinum), but no monetary contribution was noted.
 - D. The certificate of deposit returned interest of \$387.35 through May 1st, to the association. We plan to move these to a higher return interest rate at the end of June under the direction of the association funds manager.

- E. The election results were reported, with all candidates having received the necessary votes for appointment to the Board.
 - F. An estimated profit and loss for the General Assembly was presented, reflecting financial information available.
- V. Report on the 2006 General Assembly by Danny Bishop, Chairman.
- A. Various duties associated with the room set up were established. Members of the Board volunteered to assist in the room set up, including the ACRP display.
 - B. Agenda of the General Assembly was reviewed and various presentations discussed. Meeting rooms were discussed and identified for the various sessions.
- VI. CHC Presentation based upon information obtained from CraneWorks. This was prior to the presentation by Mike Domke of Milo Media, due to made on Friday, May 12, 2006.
- A. Staff reviewed the history of the CHC. Concerns regarding the ability of CraneWorks to manage the show were expressed. Staff reviewed the attendance history of ACRP for the General Assembly and noted that CHC resulted in a severe decline in attendance.
 - B. Several alternatives for ACRP were presented for consideration and the estimated results of each. Staff noted that they run numerous such events and have done so for over 15 year. Further we have the in house expertise to support ACRP in whatever the association chooses to do with regard to a CHC type event.
 - a. Become involved with CHC as in past.
 - b. Attend as individuals, but have an ACRP booth.
 - c. Establish an ACRP trade show. An estimated profit and loss was shown.
- VII. Committee review by Jim Cahill and committee chairs were assigned. See attachment A for a revised listing.
- A. Break out rooms for the various committees were identified.
 - B. Jim Cahill reviewed his plan to announce the committee meetings at the general session and encourage members to get involved with the various committees of their choice.
 - C. Committee chairpersons were asked to identify action items by year and number and return these action items to Jim Cahill for review and follow-up. Jerry Klinke is to establish a document control system for ACRP documents, including committee output.
 - D. Committee minutes are shown in attachment B.
- VIII. Board meeting adjourned until Friday, May 12, 2006 at 11:45AM.

ACRP Board Meeting Minutes
Friday, May 12, 2006
Hyatt
Houston, TX.
Pecan Room

P.O. Box 61589
Vancouver, WA.
98666-1589

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Fax: (360)-834-3507



Board Chairman Mike Parnell presiding. Attending were:

Devon Beasley
Danny Bishop
James Cahill
Scott Fleming
Tom Gilbert

John Hellums
Jerry Klinke
Paul Kuber
Ron Overton

Mike Parnell
Mike Riggs
John Sakach
Mike Terry
Andrew Wilson

Not attending were Ritchie Castonguay, Brad Closson, Jim Krull, Ray Linton, Rick Knoche and Todd Nichols.
Guest at the meeting was Mike Domke, President, Milo Media
Staff present were Suzanne and Dick Stilwill

- I. The meeting was called to order at 11:48AM by Chairman Parnell, who welcomed those in attendance, and Mike Domke.
- II. Mike Domke reviewed the status of Milo Media, the magazines published and their plans to improve the content of each. CraneWorks was reported to have a circulation level of 11,000 at present. He also discussed other plans for a Lift Link newsletter. The magazine was scheduled to be published 9 times a year, with one being the buyers guide.
 - A. Mike Parnell emphasized that ACRP had contributed a lot of articles in the past to CraneWorks and the fact that the association has a wealth of information to share, in return for advertising of ACRP events and industry awareness of ACRP.
 - B. Jim Cahill asked for some guidelines as to what commitment would be expected of ACRP by CraneWorks. Board will prepare a proposal on article submission and all ACRP submissions will be reviewed by Jim Cahill and Mike Parnell for content prior to being sent to CraneWorks.
 - C. Mike Domke reviewed their plans to hold CHC in Houston in October of 2006. Staff was directed to share the portions of the minutes and the letter to Michael Scheibach with Mr. Domke, which pertained to ACRP's concerns on the handling of the past CHC. A number of these issues were verbally reviewed during this portion of the meeting.
 - D. Mike Domke volunteered to become more involved with ACRP in a committee capacity and offered his assistance and expertise in any manner which the Board felt might be of help to the association.
- III. Motion to set May 15 to the 18th, 2007 as the date in San Diego for the 2007 General Assembly by Paul Kuber, second by Mike Riggs. Passed unanimously. Staff to arrange for facilities and lock in the dates with the hotel.

- IV. Staff to arrange for a gift valued up to \$200.00 to be sent to SEATRAX for their hospitality and tour opportunity.
- V. Scott Fleming will work on determining a suitable service award for members at future meetings. Staff to allocate \$500.00 for service awards in the 2007 budget.
- VI. Motion to set the budget level for speakers at \$3,000.00 in the 2007 budget by Mike Riggs, second by Jim Cahill. Passed unanimously.
- VII. The January Board meeting was scheduled tentatively for the 3rd week of January in Las Vegas. Staff to determine a facility and lock in the date.
- VIII. Discussion on a proposal by Red Vector pertaining to on-line training. Suggestion was to invite them to join the association and plan to attend the San Diego meeting.
- IX. Motion to adjourn by Paul Kuber, second by Danny Bishop. Passed unanimously

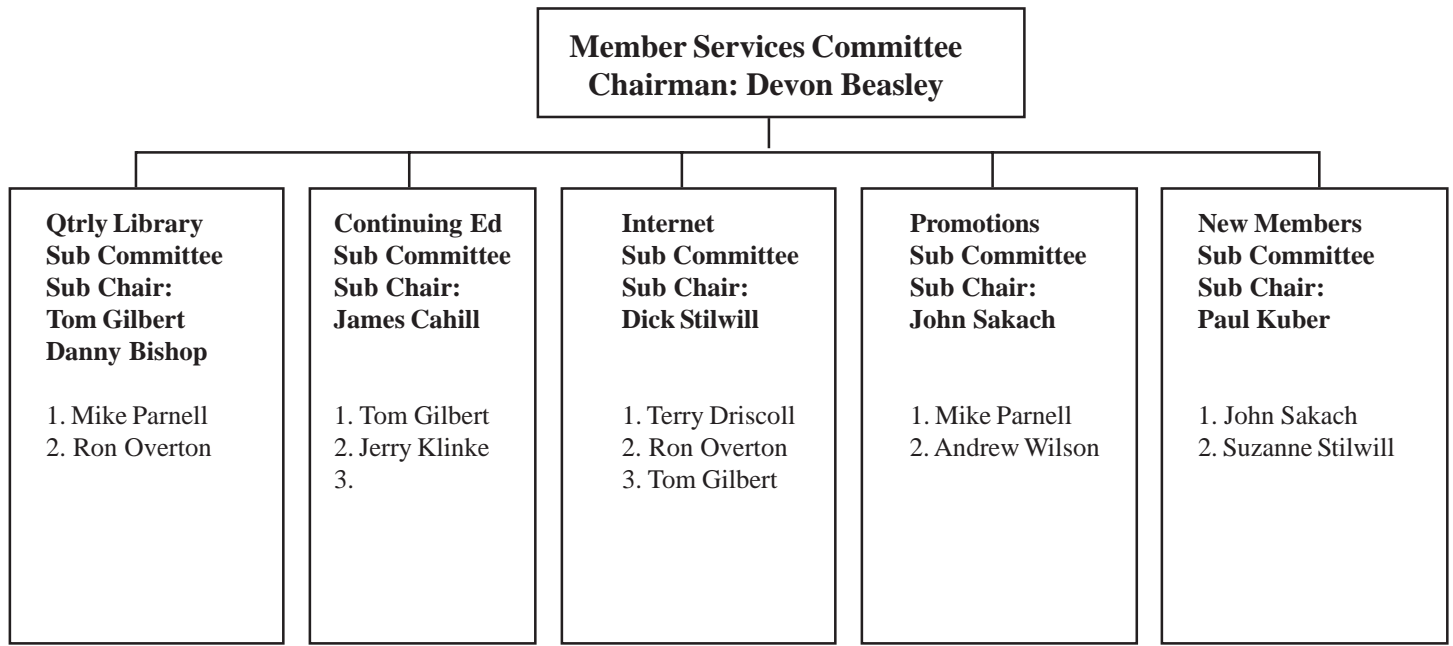
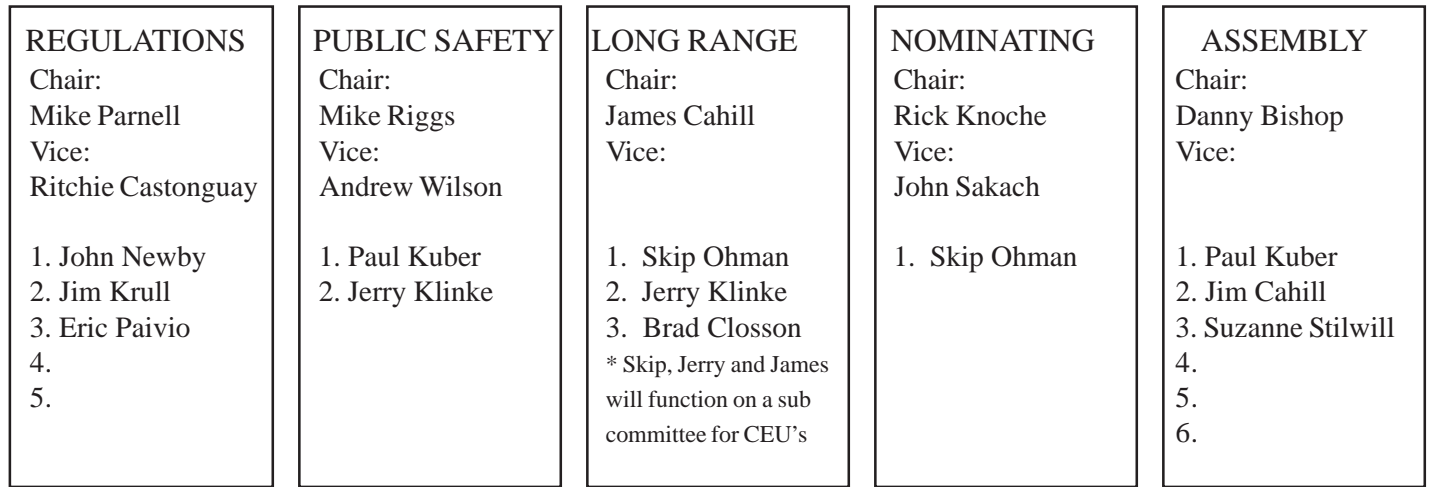
ACRP COMMITTEE STRUCTURE

KEY POINTS:

- Committee efforts are key to the future
- Committee efforts must be enhanced before and at Assembly

REQUESTED COMMITTEE CHAIRMAN AND VICE CHAIRMAN AT NATIONAL ASSEMBLY:

1. Actively recruit committee members
2. Plan and manage committee meetings at National Assembly
3. Present objectives, goals and progress of committees to the full membership.
4. Establish milestones for ongoing progress.



ACRP Committee Meeting Minutes
Thursday, May 11, 2006
Hyatt
Houston, TX.
Regency

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Vancouver, WA.
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Fax: (360)-834-3507



Library Committee

Danny Bishop - Chair
Tom Gilbert - Co- Chair
Mike Parnell
Ron Overton

Consensus was to get as much as possible in electronic format. Start a searchable library on the website, pass word protected. Use hard copy for those who will not allow their material to be placed on site. Ask membership for a “want list”, areas of interest. Also, ask members to identify “key” words to be used to search for topics.

List the ASME regs and a date of the most recent update. Make sure to add a link back to the site in all emails notifying membership of new information releases.

Internet Committee

Dick Stilwill - Chair
Ron Overton
Terry Driscoll
Tom Gilbert

Update links. Work on setting up more informational items for members as listed by the other committees.

Continuing Education Committee

Jerry Klinke - Chair
Jim Cahill

CEU action item. Make a “how to apply for CEU status for individual company”. Post on site and email membership.

Promotion Committee

John Sakach - Chair
Mike Parnell
Andrew Wilson

Work on press releases to industry publications. Ask The Crosby Group to use the advertising clout to get exposure for our press releases.

New Member Committee

Paul Kuber - Chair
John Sakach
Suzanne Stilwill

Growth opportunities for membership to be explored. Target industry groups and determine how best to get them the message. Growth discussed from post card, Internet, etc. Continue to recognize new attendees. Put them on the website. Contact attending members ahead of time and give contact information for the new member attendee to whom they are assigned.

Newsletter Committee

Discussion on selecting a topic for each issue, send this out to the membership asking for contributions in terms of articles. Next issue topic will be the General Assembly.

Topics and contributors will be:

Tour of SEATRAX	Learning experience
Technical	Social aspects
Structuring Questions - Ron Overton	What's new with members
President's article - Jim Cahill	
Wrap up of meeting - Terry Driscoll	
Perspective of meeting - Barb Jewers Kahn and Paul Johnson	

Discussion to update newsletter with a Associate corner for new product. Also, put a vendors section in the site bulletin board.

Get statements from several attendees on their thoughts of the Assembly and a section of "what's new with our members".

General Assembly Committee

Danny Bishop - Chair
Jim Cahill
Suzanne Stilwill
Paul Kuber

The theme of the Assembly was determined to be: Hoisting and Lifting in the General Industry/Construction Industry.

Find presenters on the Following:

- Personnel lifts
- Evaluating wind conditions
- Ground preparation - Brad Closson
- Lifting pieces of equipment- Jim Cahill
- Pile Drivers
- Attachments for cranes - pile driving, drilling - Manufacturer
- Self erecting tower cranes - Coach crane rental/sales co.
- Curriculum development
- Proximity devices
- Tilt up wall applications
- Proper use of plate/bean clamps

Discussion on date. San Diego has a "city wide" in progress on the May 8-11 dates. Suggestion to go to May 15-19th schedule.