

ALUMINUM ASSOCIATION OF FLORIDA, INC.
February 28, 2009
Clarion Water Resort
Kissimmee, FL

President Moore called the meeting to order at 9:05 AM. Scott Myers led in the pledge of allegiance and gave the invocation. Wanda Classe called roll:

Brevard Chapter	Central Florida Chapter
None in Attendance	Kevin Sciglia
Citrus Chapter	Greater Volusia
None in Attendance	None in Attendance
Manatee-Sarasota-Charlotte Chapter	Mid Florida Chapter
John Meyer	Richard Gillmore
Keith Sylvester	David Johns
North Central Chapter	North West Chapter
Carl Holmberg	None in Attendance
North East Chapter	South East Chapter
David Miller	Bob Monsour
Palm Beach Chapter	Sun Coast Chapter
Mike Sonsini	John DeCosmo
South West Chapter	Treasure Coast Chapter
Ron Carpenter	Gary Whigham
Tri County Chapter	Richard Moore
None in Attendance	Tom Dowd
UMDA	
Steve Buzzella	
Scott Myers	
Brian Brown	
Guests	
Lisa Beneduci – Proxy from Jim Lowndes, Southwest Chapter	
Sheryl Moore – Proxy from K&S Industries, Treasure Coast Chapter	Joe
Belcher	
Joe Alvarez	
Glen Kohlenby	
Executive Administrator	
Wanda Classe	

A quorum was present.

MINUTES – President Moore asked for corrections or changes to the November 5, 2008 Minutes, stating that the minutes had been posted on the AAF web site. There were no additions or changes to the minutes.

FINANCIAL – Treasurer David Johns distributed the final January through December 2008 budget report, January expenses and income and a proposed budget for 2009. He reported that \$20,000 in membership dues was collected in 2008 for 2009. The financial reports were accepted as presented. The proposed budget for 2009 is forecasting a 30% drop in membership from last year. Other adjustments to the 2009 budget from the 2008 are a reduction in golf players at the Trade Show, expense change on the technical consultant, return of \$2,000 legal fee retainer, legislative consultant Fred Dudley's contract expiring at the end of February and payments to the Caribe Royale for 2008 trade show. The proposed budget showed a projected gain of \$5,183.53 for 2009. Kevin

Sciglia made a motion to approve the 2009 proposed budget. Ron Carpenter seconded the motion; approved unanimously.

PRESIDENT'S REPORT – President Moore welcomed everyone. He stated that the AAF has cut ties with the SGC Magazine and with those who were publishing it. The new magazine will be distributed via email and the name will be *Alumination*. Advertising will be one fee for the entire year. Classe Marketing and Management will compile the magazine at no cost to the Association. Ads and articles for the magazine will be secured by Board Members. The goal is to get the suppliers to forward the email of the magazine to their customers.

Mike Sonsini is the new membership chair. An AAF brochure is being prepared.

President Moore stated that he would like to see a list of suppliers supporting the AAF on the web site and in the magazine.

The Trade Show will be held at the Marriott World Center Resort in Orlando on September 25-26, 2009. The golf outing will be held September 24, 2009 at Hawk's Landing Golf Club at the hotel. The contract with the Marriott guarantees a total of 150 room nights after allowable reductions are taken. President Moore gave an overview of the hotel property and encouraged everyone to turn the trade show attendance into a mini vacation.

A written travel expense policy for consultants was distributed. This will serve as a guideline to all AAF, Inc consultants. There were no objections to the policy however Richard Gillmore suggested some grammatical changes. This policy will be filed with the official minutes of the meeting.

A couple of years ago, the name National Aluminum Association, Inc was mentioned at a meeting and research proved that there was no such corporation. A corporation by this name was formed to prevent it from being used by other persons or associations. Personnel from Megellan were named officers. The original intent was for a pool of people to pay for the incorporation. Not aware of this, last year the current management company renewed the corporation with AAF funds and changed the officers to reflect the officers of AAF, Inc. Recently, problems have surfaced in other parts of the country and they have no aluminum association and perhaps NAA could be involved in creating some industry standards outside the state of Florida and perhaps sell some of our technology. A proposal was presented for the pool of people to reimburse AAF for its expenditures (about \$500) and separate it from AAF and operate as two separate corporations. There was an in-depth discussion of the pros and cons of making the NAA a separate entity from AAF. Steve Buzzella made a motion for AAF to sell its rights to the name of NAA to a splinter group who wishes to purchase the name for the sum of \$500.00 and to divest itself of all rights to NAA. David Miller seconded the motion. Kevin Sciglia opposed; motion carried. AAF materials are copyrighted to AAF, Inc.

President Moore announced the following 2009 Standing Committees: Fund Raising, John DeCosmo; Hospitality, David Johns; Membership, Mike Sonsini with Lisa Beneduci as co-chair; Technical, David Miller and Trade Show, Richard Moore

UMDA – Currently there are 18 paid 2009 members. Richard Moore read the names of UMDA members who have not renewed and asked volunteers to contact the companies. Scott Myers stated that he needs new contact information at companies where change has occurred. Updated information will be sent to the AAF office and they will forward it to Scott Myers, Richard Moore and Mike Sonsini. Steve Buzzella suggested that a broadcast email be set up and a one page monthly email be sent out to all suppliers. There are several broad email companies available and several members volunteered to send the AAF office the information on the one they are using.

BUILDING CODES – David Miller stated that all the code change information has been on the web site. The new code changes will go into effect March 1, 2009. Exposure C will be default for the state, changed from B as the default. Members can go to floridabuilding.org for the 2009 revisions to the 2007 code. If members are encountering difficult situations in their area, they should send an articulate email to Joe Belcher stating the problems and what has been done to try to alleviate the problem. Joe Belcher gave a brief overview of the changes. October 1, 2011 is the date of the next expected change. The Legislature calls for updates every three years.

LUNCH – The meeting was recessed from 12:00 noon to 12:35 PM for lunch.

TECHNICAL – David Miller reported that updates are available for download on the web site.

He continued to report that the AAF web site has received over 700 hits in the last 30 days and the 65% of the hits remain on the web site for three to four minutes. He asked that all chapters send him the activities of the chapter and will post it on the web site.

Exposure category – A Division I license holder has the ability to determine the category of the individual job site. He and Joe Belcher will formulate an educational plan training others and present it to appropriate governing body of the CLB.

It was reemphasized that contractors will be held to buying a CD and one printed version for \$100 per CD sold. Chapters buying for their County Building Department will be evaluated on a case by case basis.

OLD BUSINESS - None
NEW BUSINESS - None

ADJOURN – With no further business, the meeting was adjourned at 1:30 PM.

Respectfully Submitted,

Wanda Classe, Administrator

TRAVEL EXPENSE POLICY – AAF

This policy applies to AAF consultants (under contract with the AAF) and members who travel to functions or meetings on behalf of AAF business.

AAF consultants may travel and may be reimbursed for reasonable and necessary expenses without prior approval under the terms and within the guidelines of their respective agreements with the AAF.

Travel on behalf of an individual AAF chapter for the purpose of attending a chapter function or representing the chapter at any meeting shall not be considered as part of the normal and customary duties of an AAF consultant. Should an AAF chapter request the assistance or presence of an AAF consultant, the consultant shall advise the chapter that they are responsible for any and all reasonable and necessary travel expenses at the rates listed below. The chapter is required to send a statement to the AAF state office confirming the arrangement.

Travel expense rates (the rates below are without prior approval, payment for rates above those listed below require prior approval):

1. mileage is payable at the prevailing IRS published mileage rate;
2. when public transportation is utilized, reimbursement shall be per receipts from travel (air travel, rental cars or taxi service);
3. lodging is reimbursable at a maximum daily rate of \$125, or upon submission of a travel voucher for the actual rate charged by the property, whichever is smaller;
4. meals, drinks and other incidental expenses shall be a part of the maximum per diem fee of \$50.00.

Each must prepare and submit receipts and travel expense vouchers in a form agreeable to the AAF Treasurer.