



**Annual Business Meeting  
November 28, 2007  
Scottsdale, Arizona**

**MINUTES**

- I. Welcome  
Barbara Boigegrain called the meeting to order at 8:30 am. A quorum of the voting members of the CBA was present. Ms. Boigegrain welcomed everyone to the meeting, and acknowledged the first time attendees.
- II. Chairperson's Report  
Ms. Boigegrain reported that the CBA Board of Directors met two times this year and the Executive Committee also met this year, including twice with Association Headquarters. The Executive Committee negotiated a one year contract with Association Headquarters and will seek bids from other management companies as part of its due diligence process.
  - A. Recognitions  
Ms. Boigegrain recognized Brother William Walz (Christian Brothers Services) and Gary Kilgore (Free Methodist Church of North America) who are retiring from their organizations. She also recognized and thanked Jeff Jenness (Church of God) for his services on the CBA Board of Directors and O.S. Hawkins (Southern Baptist Convention) for his service on the CBA Planning Committee. Ms. Boigegrain presented the 2007 Planning Committee Chair, Michael Downs (United Church of Christ), a plaque in appreciation for his service to the CBA.
  - B. New CBA Policies  
Robert Maggs reviewed the two new CBA policies: Participation in Group Purchasing Coalitions by Non-Members and Vendor Participation at the Annual Meeting.
- III. Secretary's Report  
Sarah Hirsen presented the minutes from the 2006 Annual Business Meeting to the membership for their approval. A motion to approve the November 29, 2006 Annual Business Meeting minutes was made, seconded and approved.
- IV. Treasurer's Report  
Frank Maloney reviewed the current finances of the CBA and reported that as of October 31, 2007 CBA had total net assets of \$159,498.41. A motion to approve the Treasurer's Report as of October 31, 2007 was made, seconded and approved.

Mr. Maloney reviewed the proposed budget for 2008, then presented the proposed dues allocation for 2008. A motion to approve the 2008 budget and dues allocation schedule was made, seconded and approved.

V. Audit Committee Report

Louis Barbarin reported that the CBA's 2006 financial records were audited by Faktorow, Barnett & Brunner, independent accountants located in Marlton, NJ, who issued an unqualified opinion to the CBA. Faktorow, Barnett & Brunner will also be conducting the 2007 audit.

VI. Nominating Committee Report

On behalf of the Nominating Committee, Ms. Boigegrain reported the following nominations:

A. Board of Directors

Chair: Barbara Boigegrain (United Methodist Church)

Vice Chair: Robert Maggs (The Presbyterian Church (U.S.A.))

Secretary: Sarah Hirsén (United Methodist Church)

Treasurer: Frank Maloney (The Presbyterian Church (U.S.A.))

Elected Members (two positions both with terms expiring at the 2010 Annual Meeting):

1. Robert Koppel (Jewish Reform Movement)
2. Sam Bennett (The Salvation Army)

B. Planning Committee

Chair 2008 Annual Meeting: Brother William Walz (Christian Brothers Services)

Vice Chair: James Hamlett (Christian Church, Disciples of Christ)

Committee Members (two positions both with terms expiring at the 2010 Annual Meeting):

1. Mitchell Smilowitz (Jewish Conservative Movement)
2. Craig Dunn (Wesleyan Pension Fund)

A motion to elect the nominees to the positions listed above was made, seconded and approved.

VII. Adjournment

There being no further business to discuss, the meeting was adjourned at 8:50 am.

Respectfully submitted,



Melissa Baldwin  
CBA Assistant Executive Director