

## **ODGI BoD Meeting Minutes**

Meeting Type:         Board of Directors    Officers         Committee    General

Meeting Notice:      Regularly Scheduled         Specially Called

Meeting Date:        2013-07-15

Meeting Open Time: 7:34 pm

Meeting Location:   William Burbage's Residence, 203 Drennen Road, Orlando, FL 32806

Meeting Chairperson: Daryl Siddon

Meeting Scribe:      Daryl Siddon

Meeting Attendance:

Present:            William Burbage, Mark Janssen, James LeBaube, Daryl Siddon

Meeting Quorum:    # Needed = 3            # Present = 4

Meeting Agenda:

1. Old Business
  - a. Approval of Prior BoD Meeting Minutes (Siddon)
  - b. Status/Disposition of Outstanding Action Items
    - i. Submit ODGI's Tax Exempt Application (Siddon)
    - ii. Solicit Candidates For Events Coordinator Position (Burbage)
    - iii. Develop ODGI's Solicitation of Contributions Registration Application (LeBaube)
2. New Business
  - a. Appoint Events Coordinator Officer Position (Burbage)
  - b. Review Business Start-Up Schedule Progress (Siddon)
  - c. Review Progress Of Items In Products Summary (Siddon)
3. Any Other Business (Janssen)
4. Next BoD Meeting (Janssen)

Meeting Topic #1a: Approval of Prior BoD Meeting Minutes

Discussion:

It was notes that the meeting minutes from the prior 2013-06-03 Board of Directors Meeting were approved via signature by the attending Board of Directors on 2013-06-22.

**Meeting Topic #1b: Status/Disposition of Outstanding Action Items**

**Discussion (Action Item #11: Submit ODGI's Tax-Exempt Application)**

Daryl Siddon reported that the ODGI's IRS Form 1023 Tax-Exemption Application was mailed on 2013-06-08. On 2013-06-24, the IRS issued a response letter acknowledging the acceptance of the application. Daryl Siddon indicated that the IRS has cashed the application fee payment. The BoD agreed that this action item was now closed.

**Discussion (Action Item #4: Solicit Candidates For Events Coordinator Position)**

William Burbage reported that he has contacted all candidates and provided them with answers to their questions. The BoD agreed that this action item was now closed.

**Discussion (Action Item #8: Develop ODGI's Solicitation of Contributions Registration Application)**

James LeBaube reported that he had completed all application responses that he could. He explained that the remaining application responses require financial details that the Treasurer agreed to provide. The partial application and ownership of this action item was transferred from James LeBaube to the Treasurer (Daryl Siddon). The BoD extended the action item due date to 2013-07-29.

**Meeting Topic #2a: Appoint Events Coordinator Officer Position (Burbage)**

**Discussion:**

The BoD discussed the qualification and experience of the candidates for the Event Coordinator Officer position.

**Motion Originator:** William Burbage

**Motion Description:**

Appoint Andrew Larcher to the Events Coordinator Officer position.

**Motion Consideration:**  As Is  Debated  Amended

**Vote Type:**  By Roll Call:

**Votes For:** William Burbage,  
Mark Janssen,  
James LeBaube

Daryl Siddon

Votes Against: None

Votes Abstained: None

Motion Disposition:  Passed  Rejected  Tabled  Withdrawn

Action Item:

Update ODGI Organization Chart: Daryl Siddon to update the ODGI Organization Chart to reflect Andrew Larcher as the Events Coordinator officer.

Action Item:

Design Business Cards: William Burbage to design a single "Officers" business card that lists all ODGI Officer's POC information.

Action Item:

Create Officer-Based E-Mail Accounts: William Burbage to create corporate officer position-based e-mail accounts (e.g., president@odgi.com).

Action Item:

Define ODGI Personnel Selection Guidelines: The Board Of Directors are to document the guidelines used for filling an ODGI position.

Meeting Topic #2b: Review Business Start-Up Schedule Progress

Discussion:

Daryl Siddon displayed and reviewed the ODGI Business Start-Up Schedule. Recent progress was noted. The remaining items were discussed.

Meeting Topic #2c: Review Progress Of Items In Products Summary

Discussion:

Daryl Siddon displayed and reviewed the ODGI Products Summary document. Recent progress was noted. The remaining items were discussed.

Meeting Topic #3: Any Other Business

Discussion (ODGI Participation in 2013 National Public Lands Day):

Daryl Siddon discussed potential ODGI participation in the upcoming 2013 National Public Lands Day that will be held at Bill Frederick Park at Turkey Lake

Park on Saturday September 28, 2013 from 9:00am to 3:00pm. Bill Frederick Park provided an exhibitor application.

Motion Originator: Daryl Sidon

Motion Description:

ODGI to participate in the 2013 National Public Lands Day to be held at Bill Frederick Park at Turkey Lake Park on Saturday September 28, 2013 from 9:00am to 3:00pm.

Motion Consideration:  As Is  Debated  Amended

Vote Type:  By Count:

# For = 4 # Against = 0 # Abstained = 0

Motion Disposition:  Passed  Rejected  Tabled  Withdrawn

Meeting Topic #4: Next BoD Meeting

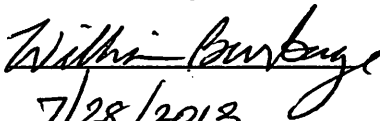
Discussion:

Potential dates/times/locations for the next Board of Directors Meeting were discussed. The actual date/time/location to be later established.

Meeting Close Time: 8:57 pm

Meeting Minutes Review/Approval:

Name: William Burbage

Signature: 

Date: 7/28/2013

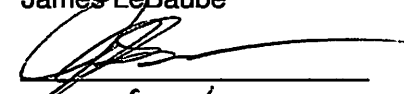
Name: Mark Janssen

Signature: 

Date: 28/July/2013

Name: James LeBaube

Signature:

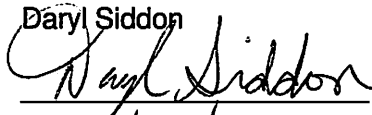


Date:

7/28/2013

Name: Daryl Siddon

Signature:



Date:

07/28/2013