**Members:**  Yvonne Coulter, Randy Rhodes, Debbie Smith, Jayme Osborn, Laura Jones, Nancy Todd, Gary Fuller, Melissa Craft, Tymn Neece, Earle Barnes

Auxiliary Members: Tammy Taylor

**Members not present:** Mary McCoy, Ben Sharp

**Recording Secretary:**  Melissa Craft

1. Announcement of Recording: 12:23 p.m. ET
2. Registrar Update – Don
   1. Motion to move forward with changes to website in order to accommodate new Registrar needs made by Earle; second by Randy; motion passed
   2. Don will work with Demetri to move ahead with changes
   3. Don spoke with Dori at Sheraton regarding concern about low attendance this year
      1. We will use the Pre-Conference Survey to try to estimate attendance so that the hotel can be notified in a timely manner
3. Secretary Report – Missy
   1. Review and acceptance of July minutes – Randy moved to approve, Missy seconded; approved and will be posted to SugarSync and Website
4. Update on Attorney – Yvonne
   1. Copywrite SNUG name – submitted the electronic application on 7/22/13 (60-90 day approval process); cost $525
   2. Logo design and copywrite – we will need to start planning the contest for new logo soon
5. Treasurer’s Report – Earle
   1. Checking Account
      1. Beginning Balance - $74,569.74
      2. Deposits - $298.00 from Webinar registrations
      3. Withdrawals - $9,107.23 for Quickbooks, Keynote Down payment, meeting planner, lawyer fee, UPS
      4. Ending Balance - $65,760.51
   2. Savings Account
      1. Beginning Balance - $83,032.39
      2. Interest Earned - $4.23
      3. Ending Balance - $8,036.62
6. Membership Report – Tymn
   1. Yvonne will send Randy the most current list of membership from our former registrar to use to evaluate the LinkedIn membership.
7. SIG Update – Ben
   1. No updates; still waiting for SoftPath status updates
   2. Shari Kotsch is no longer the SIG Coordinator; Sara Sangi is the new Coordinator per email from Don; [saras@softcomputer.com](mailto:saras@softcomputer.com)
8. Customer Service Update – Tymn
   1. New version of STAR will be rolled out to the SNUG Board for evaluation prior to rolling out to the rest of the client base.
   2. Approved the escalades for 2013-2014 focus
9. Pre-Conference Survey Questionnaire
   1. Earle emailed rough draft of questions to the group
   2. Suggestions to add introductory explanation of why we are seeking this information, minor wording changes, and re-ordering the questions for better flow were made.
   3. Earle will submit the final document to the Board for review before submitting to Survey Monkey. Don can send an email to all users when the survey is ready.
10. SNUG Website was updated for access to the Forums
    1. Registration is now limited to only the members that have already logged into the SNUG website. This eliminates fake entries to the forums.
11. Review of By-Laws
    1. By Laws were reviewed through Article Seven.
    2. Recommended changes so far include minor spelling and grammar corrections and updated Attorney/Business Office information.
    3. Review will continue at the next meeting.
    4. Considerations for edits/ammendments:
       1. Limitation of number of board members from one Corporate Membership
       2. Consecutive terms for board members
       3. SNAG members
       4. Prorated Membership fees – the smallest break down for fees will be a 6 month membership fee; this was agreed upon by the Board and will need to be added to the By-Laws.
12. Bank Cards
    1. Checking signature cards are on file
    2. Savings signature cards need to be updated
13. Adjourned: 13:01 p.m. ET
14. Next Meeting – September 19, 1230 Eastern

**Conference Call Schedules and Phone Numbers**

Annual Conference Planning – 1st Wednesday 1200 EST; Earle’s #

Customer Service – 2nd Thursday 1300 EST; SCC’s #

SNUG Exec/SCC – 3rd Thursday 1200 EST; Earle’s #