

Board Meeting Minutes
AMTAC, Inc.
Annual Meeting
September 28, 2018
11:30 A.M. La Toscana Restaurant San Rafael

1. Call to Order

Chairman Jim Beno called the meeting to order at approximately 12:50 pm.

2. Directors

An announcement was made to acknowledge Director Dick Hunt's resignation and Randy Potter's addition to AMTAC's Board by the CTMAA Directors effective January 19, 2018.

3. Roll Call

Board Members:

- Present: Jim Beno, Don Crosatto, Mike Maendl and Randy Potter
- Absent: Bob Whitlock, Harlond Hauck, Michael Caruana, Don MacInnes
- Quorum present? Yes

Management Present:

- Jon Fowkes, President
- Dick Herman, Vice President
- Diane Roth, CFO

4. Annual Election of Chairman, Secretary and Treasurer of the Board

- Jim Beno was re-elected Chairman of the Board by unanimous vote.
- Bob Whitlock was re-elected Secretary and Treasurer by unanimous vote

5. Reading of Minutes

- Motion to approve the minutes of the February 13, 2018 was made and unanimously carried.
- Motion to amend the previously adopted Board Meeting Minutes of December 19, 2017 by striking out "re-elected" and adding "elected" under the Annual Election of Board Member positions as it related to Bob Whitlock was approved and carried.

6. Resolutions

The following motions were approved by unanimous vote, there being no dissent –

- Amendment Number 1 to the Bylaws of AMTAC, Inc.
- Modification of the previously adopted Checking Account protocols adopted by the Board on July 11, 2016 whereby it is no longer mandatory that the 2 required signatures on checks out of the primary checking account be restricted to one from the Unilateral Apprenticeship Committee and one from the Joint Apprenticeship Committee.
- Adoption of Capitalization Threshold Policy
- Reaffirmation of the AIATF and CTMAA Cost Reimbursement Agreements as approved July 3, 2018 via emails
- AIATF and CTMAA hourly rate of \$125 for Jon Fowkes and Dick Herman services, respectively
- Diane Roth's services \$80 per hour

7. Financial Report by CFO

Diane Roth submitted the preliminary financial statements for the fiscal year ending June 30, 2017 to the Board prior to the meeting along with a Statement of Activities by Grant from inception through same date. The CFO also reported that the audit of the FYE June 30, 2017 would be forthcoming and presented at the next board meeting.

8. Program Updates

President Jon Fowkes delivered his report:

- Additional Standards for approved DAS file number 60500:
 - i. Mobile Refrigeration Technician
 - ii. East Bay MUD Plant Maintenance Worker 2
 - iii. East Bay MUD Machinist Worker 2
 - iv. Refinery Instrument Technician
- 4CD
 - i. Original \$325k, approx. 100% done with an extension of \$70k through 12/19
 - ii. 50 apprentices indentured for the original contract
 - iii. 10 apprentices indentured toward the extension planning on adding 40 additional through 12/31/19
- Accelerator 5.0
 - i. \$250k project completion 12/18
 - ii. 15 qualified apprentices of the 16 required. Report is available for review.
- Keystone – completed
- State Center Community – completed the requirements and still working with the contract
- American River College – pending \$50k flat rate contract and will not be representing \$1,000 per apprentice
- City of San Francisco Pre-Apprentice – \$50k pending with a pass through of \$45k to LL1414
- High Road Training Partnership – through JVS \$25k pending
- CAI WAARP – Originally \$7k portion completed with a potential \$100k pending

9. Other Business:

- Dick Herman informed the Board that paperwork regarding AMTAC's Logo has been filed with the appropriate office.
- Discussion on modifications to AMTACs Expense Policy adopted February 13, 2018 yielded no action.

10. Next Scheduled Meeting

The next board meeting is scheduled for Tuesday, October 30th 11:30am at La Toscana Restaurant San Rafael

11. Meeting adjourned at 1:45 pm

Secretary: _____

Date: _____