

# National Liquor Law Enforcement Association

## Minutes of Meeting

Date: March 21, 2005  
Time: 1330 hrs.  
Location: Via Telephone  
Attendees: Rick Phillips, Rebecca Ramirez, Linda Ignowski and Shawn Walker. Stacy Drakeford and Aidan Moore were not available. Chuck Conklin participated in the initial discussion of the NLLEA Academy.

The meeting was called to order at 1330.

### **Order of Business:**

A quorum was present.

An academy discussion was held with Chuck Conklin. Mr. Conklin advised that the academy plans were going smoothly and estimates that academy expenses will be approximately \$13,500. The breakdown of costs are: Academy T-shirts - \$1,000; Food/Beverages/Breaks - \$2,500; Instructor Lodging - \$5,100; Instructor Per Diem - \$2,500; Airfare - \$1,800; Supplies/Printing/Shipping - \$500.

Mr. Conklin advised that the registration fee was increased to \$400 and we will need 30 to 35 students to break even. The last academy (two years ago) had about 45 students. A letter will be sent to all state directors as a reminder that the academy is taking place.

Rebecca Ramirez advised that they have hired a conference planner (Diane Baschant) and will be visiting two hotels in the Northern Virginia area this week. The availability dates that are being considered are September 7-10 and September 14-17. The room rates will be approximately \$130, which is \$20 less than the government per diem rate. The planned visit to Capitol Hill will be on Thursday afternoon. Depending on which dates are selected, there may be a baseball game available as an extracurricular activity. The dates and location should be confirmed within the next couple of weeks.

A discussion ensued about sending out the Bob Reynolds editorial to the membership instead of putting it in the newsletter. Due to timeliness, it was determined to mail out the editorial.

Those on the call were informed that Chris Curtis would be representing NLLEA at the National Commission Against Drunk Driving meeting on March 23<sup>rd</sup> in the Washington, DC area.

Ms. Ramirez reported that the association's tax returns for the past two years are on the web page at the recommendation of our accountant and at the request of the State of Florida.

Mr. Phillips inquired if any of the board members would be attending the Responsible Retailing Forum in Sante Fe. Shawn Walker advised that Chris Curtis would be attending and Linda Ignowski advised that she would be sending one of her managers. Mr. Phillips advised that he would be attending and assisting in one of the workshops.

A question was raised by Rick Phillips regarding the NLLEA merchandise program. Since the merchandise program is not a significant source of revenue for NLLEA, the possibility was raised of turning the program over to another non-profit organization with a strong merchandise program. The intent would be to have the merchandise available on a year 'round basis. After discussion, Mr. Phillips agreed to send out a broadcast e-mail to see if anyone was interested in volunteering to take on the merchandise program. The board agreed that it would be helpful to

have merchandise available for the Academy and the conference. Mr. Phillips will also ask members what types of merchandise they would like to have available i.e., shirts, hats, mugs, etc.

The next conference call was tentatively scheduled for Monday, April 18, 2005 at 1:30 eastern time.

**END OF MEETING**