

**IFTA, INC. BOARD OF TRUSTEES
MINUTES OF ACTIONS VIA EMAIL
JANUARY 1 THROUGH MARCH 31, 2017**

1) AUDIT COMMITTEE (AC)

- a) On February 14, 2017, David Nicholson (OK), Chair of the AC forwarded to the Board a request for approval of a special recognition award in honor and memory of Don Stroncheck. The AC wished to honor the Stroncheck family and the ProMiles family for Don's service to the IFTA Community. This is not intended to be an annual award, but the AC would like to give the award at the 2017 Audit Workshop.

Motion: On February 14, 2017, Joy Prenger (MO) moved that the Board approve the special recognition award in honor and memory of Don Stroncheck to be given at the 2017 Audit Workshop. Steve Nutter (VA) seconded the motion. Votes were submitted via the Board's secure page on IFTA, Inc.'s website on February 14, 2017. The motion passed.

- b) **Motion:** On March 6, 2017, Mr. Nutter moved to appoint Helen Varcoe (MT) as chair of the AC. She would replace Mr. Nicholson whose term ended on March 31, 2017. Cindy Arnold (NV) seconded the motion. Votes were submitted via the Board's secure page on IFTA, Inc.'s website on March 6 and 7, 2017. The motion passed.

- c) **Motion:** On March 13, 2017, Mr. Nutter moved to appoint Beth Duda (AZ), CPA, as vice chair of the AC. Rick LaRose (CT) seconded the motion. Votes were submitted via the Board's secure page on IFTA, Inc.'s website on March 13 and 14, 2017. The motion passed.

2) DISPUTE RESOLUTION COMMITTEE (DRC)

Motion: On March 1, 2017, Rick Taylor (KY) moved to appoint Scott Bryer (NH) as chair of the DRC. Chuck Ulm (MD) seconded the motion. Votes were submitted via the Board's secure page on IFTA, Inc.'s website on March 2, 2017. The motion passed.

3) MEMBERSHIP SERVICES OFFICER POSITION

On March 22, 2017, a Memorandum was sent first to the Executive Committee and then to the Full Board, by Lonette L. Turner, CEO, IFTA, Inc. Ms. Turner made a request for a change of position in light of the recent resignation of the Program Compliance Review Administrator. The proposal was to merge the Program Compliance Administrator position into a new position, Membership Services Officer, and to add additional duties and hours, but remaining a part-time employee with a maximum of 30 hours per week. A request was made for comments or questions from the Board members.

Motion: On March 31, 2017 Mr. Ulm moved to accept the recommendation of the CEO that the Membership Services Officer position be created. Mr. LaRose seconded the motion.

Discussion:

Following the Motion and second, questions were submitted by some of the Board members to Mr. Ulm. Ms. Turner forwarded to Mr. Ulm an additional supporting document in an effort to answer those questions.

Following the discussion, votes were submitted via the Board's secure page on IFTA, Inc.'s website March 31 through April 3, 2017. The motion passed.