

**Agreement Procedures Committee**  
 Conference Call Minutes  
 November 16, 2011

Participants	Absent
Cindy Arnold (NV) Chair	Joy Prenger (MO)
Trina Kluever Pauli (WI) Vice-Chair	Ghyslaine Lepage (QC)
Sandi Ackerblade (ON)	Donna Alderman (NC)
Kim Knox-Lawrence (ME)	Marie Stark (MT)
Judy Vigil (NM )	Bill Kron (MS) – ex officio
Krystal Miller (NH)	Pamela Marshall (KY)
	Carolyn Evanston (IN)
Ron Hester (ON), Board Liaison	
Ric Listella (OR), Board Liaison	
Tammy Trinker (IFTA, Inc.)	
Shelia Rowen (TN), Board Liaison	

Cindy Arnold called the meeting to order.

Approval of minutes from last meeting

The minutes of September and October will be approved on the conference call on December 14, 2011.

Review of the 2011 Managers' and Law Enforcement Workshop

- There was a lot of great feedback on the workshop from presentations to the town hall meeting. The workshop was viewed as very relaxed and well put together with great conversation during the town hall meeting.
- There was discussion of changing the time of the workshop to allow for travel on Monday and Friday.
- Candy was handed out during the workshop to keep everyone involved in asking questions.
- Lunch provided was discussed at having a possible buffet style versus the plated meals.
- Lots of new people attend this year's workshop with a total of 45 attendees.

Question for the Committee: General Report

Cindy proposed the question to all committee members asking for an email response. The APC has discussed whether or not IFTA should have the Agreement state that English is the official language of IFTA. Now the question is whether to have the IFTA agreement offered in another language than English.

For next meeting

- Cindy requested all committee members come to the next meeting with idea's of presentations for the 2012 Managers and Law Enforcement Workshop
- Committee members were asked to review the Best Patrice Guide and bring idea's and comments to next meeting.
- Committee members were also asked to review the Charter Terms.

The call ended after 45 minutes.

The next meeting is **December 14, 2011**

Minutes submitted by: Krystal Miller