



# **The Dispute Resolution Board Foundation**

Fostering common-sense dispute resolution worldwide

## **Minutes of the DRBF Board of Directors Meeting Friday, January 13, 2006 by Conference Call**

The following BOD members participated in the Board of Directors meeting by conference call: William B. Baker (V), Peter M. Douglass (V), William W. Edgerton (V), Jack L. Feller (V), Harold V. McKittrick (V), John W. Nichols (V), John C. Norton (V), Gwyn Owen (V); Marianne Ramey (V), Robert A. Rubin (V), Robert J. Smith (V) and Jack J. Woolf. Larry Delmore, Kerry Lawrence, Ann McGough and Steve Fox participated by invitation.

The following members did not participate: Romano Allione, Armando Araujo, Peter Chapman, James Donaldson, Brison S. Shipley, and Daniel F. Meyer. Gordon L. Jaynes was also unable to participate, citing regret due to difference in time zones as he is traveling in Asia.

Note: (V) represents voting Board members.

### **2006 Annual Meeting and Conference**

At the last meeting, Steve Fox was asked to investigate other options in New York, and also begin inquiries into Dallas and Orlando as possible back-up sites. Steve was unable to find anything less expensive within New York City. Several venues in Orlando and Dallas were closer to the normal budget for the meeting. It was decided at the December meeting that if there were no options in New York that fit the budget, then the meeting would be moved to a more affordable location.

Pete Douglass reported that Jim Brady has stated he is prepared to put together a DRBF meeting in Charleston for 2007, and feels he can secure a strong speaker like the mayor or governor. Therefore, it may be best not to go to Orlando because of proximity.

Marianne Ramey stated that Dallas has limited appeal – it is not compelling to international members, and is close to Denver, the site of last year's meeting.

It was suggested that Charleston could be pushed back to '08, and the focus should be on the best location for '06. There needs to be an opportunity for good revenues and growth for the Foundation.

Orlando was cited as an attractive destination. It was suggested that a meeting in the area would attract good attendance due to the large number of DRB members in the Florida Chapter. It also would provide a launching pad for expanding DRBs beyond the DOT in Florida. Gwyn Owen said he thinks Florida is easy to access for the international constituents and appealing as a destination.

A motion to move the meeting to Orlando was passed unanimously. Jack Norton will assist Bob Rubin as the local contact, and will begin putting together a planning team in Florida.

### **Financial Report and 2006 Budget**

Pete Douglass reviewed the suggested budget with the Board, noting anticipated revenue sources and changes from last year's budget.

Jack Woolf raised the question of including an audit in the budget. An audit is not currently included in the budget, and it would cost about \$5,000. President Hal McKittrick mentioned



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that he is meeting Monday with the Finance Committee on their plans and recommendations, and will give the Board an update from that meeting. It was decided to defer the audit discussion and decision until the February meeting.

A question was raised about the success of the new member attraction program which is still in the budget. Steve Fox reported that it was only utilized by Board members, a group who already brings in new members. Therefore, it is not really achieving the goal of attracting new member referrals from the general membership base.

It was noted that Workshop attendance is critical to the success of the '06 budget, and the goal has been set high. Pete Douglass noted there are currently 13 workshops on the schedule which are "reliable," 8 of which are for Caltrans.

Larry Delmore gave an update that Caltrans is executing a task order for the DRBF to work with them on DRB training. They are also instituting a single member DRB initiative developed in conjunction with the DRBF, and with the DRBF handling the training. It was noted that Caltrans will allow additional outside students to attend the Caltrans sessions with the full training cost going to the DRBF.

A motion was made to pass the budget as it stands, with the option of going back and adding an audit later if needed. The motion carried unanimously.

Gwyn Owen mentioned that there is not a budget line item for expanding international chapters (previously \$5,000). He stated he would like the Board to consider adding this line item back into the budget for '07. Hal McKittrick assured him the idea will be considered and addressed at a future BOD meeting.

## **CDRS Proposal**

Pete Merrill of Construction Dispute Resolution Services (CDRS) approached the DRBF with an interest in doing joint DRB training targeting the home building industry. Larry Delmore was asked to bring a formal proposal to the Board for review.

There was discussion about the pros and cons of the proposal. There was support for spreading the word about DRBs to a new market segment. However, there was great concern about the differences that exist between the CDRS model and the DRBF model. With strong support for maintaining the integrity of the DRBF model, the Board decided to decline the opportunity with Mr. Merrill.

## **Other Business**

Kerry Lawrence noted he recently "googled" *construction dispute resolution* and did not see any reference to the DRBF. Ann McGough offered to follow up with the webmaster to make sure we are doing our best to stay at the top of the list with search engines.

Bob Smith reviewed his suggested change to the disclaimer language on the DRBF website. Everyone was in agreement that his recommendation sounded fine, and President Hal McKittrick asked Bob to write up the new disclaimer language and send it to Ann McGough to be added to the website before the next BOD meeting.

The Manual Committee has suggested that the member cost for an assembled manual be \$30 and the cost to non-members be \$60. The Board agreed this seems reasonable, and likes that



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it differentiates between members and non-members. Shipping charges would be billed extra.

**The meeting concluded at 1:05pm EST. The next meeting is scheduled for Friday, February 10, 2006 at 12 noon EST.**