

**CSS Board Meeting**  
**Date: Monday December 5, 2011**  
**Time: 9:15am-10:30am**  
**Location: Conference Call**

**Present:**

Sheri Ruth, Randy Townsend, Greg Hughes, Charlotte Ramirez, Robert Miller, and Rebecca Harris

**CSS 2012 Spring Conference – Venue Discussion**

- Sheri shared with the Board her opinion of the Sea Trail Resort, as a venue for the CSS Spring Conference, based on her recent visit there. She reported that although the resort was not oceanfront, it did have adequate convention space for the CSS Spring Conference.
- The Board voted unanimously to utilize Convention Makers floor plan to accommodate a maximum of 60 table top vendor tables, instead of the floor plan accommodating only 28 vendor tables with pipe and drape partitions.
- A deposit was made, securing the Sea Trail Resort for the 2012 CSS Spring Conference

**Travel Expenses for Speakers**

- Melinda Trimble has asked that the CSS Board waive her speaker fee in lieu of her roundtrip airline expense and one night's stay at the Sea Trail Resort. This motion was accepted and passed by the Board unanimously.
- Sheri volunteered to make hotel reservations for all speakers, as well as the CSS Board.

**Golf Shirts for CSS Board**

- Greg had previously submitted information to the Board concerning pricing and color selection for golf shirts for the CSS Board.
- A vote was taken and passed, approving this selection for 2 shirts per Board member.
- Greg will move forward with ordering the shirts and check into getting the CSS logo embroidered on them.

### **CSS Advertising Updates**

- Charlotte presented some pricing information concerning advertising in Sleep Review magazine to promote the spring meeting. The Board thought that the cost of advertising in Sleep Review was too much for the CSS at this time.
- Charlotte will check into pricing with Advanced Magazine and report that information back to the Board

### **Current Financial Report**

- Susan was not in attendance in this meeting. Therefore, a detailed financial report was not presented to the Board.

### **Adjournment**

With no new business to discuss, the next CSS Board meeting was scheduled to be held on January 13, 2012 at Sea Trail Resort. The Board will use this opportunity to personally view the Sea Trail resort, in preparation for the 2012 CSS Spring Meeting. Following a brief discussion, the current meeting was adjourned.