

**MAICO STEERING COMMITTEE MINUTES**  
**August 14, 2007**

Present: Dave S., Diane B., Mary W., Ken K., Craig L.  
Visitor: Ken G. – MAICO webmaster

Opened with a moment of silence and the Serenity Prayer

**Reports:**

Secretary's Report: moved, seconded and approved as submitted

Treasurer's Report: Ken K. had a report. He did not see anything out of the ordinary in the July Financial Reports.

Office Manager's Report: attached

**Old Business:**

Pay Pal: Ken G. investigated Paypal and handed out information to the Steering Committee. Discussion followed of feasibility of MAICO using pay-pal on the web site for on line orders and possibly in the office since credit card options are expensive. Paypal is a secure site. Question to ask, is this worth doing in reference to what we sell now? MAICO needs to get into the 21<sup>st</sup> century and this may be the way to go. Ken will get answers to some questions asked and come to the Oct. 9<sup>th</sup> Steering Committee meeting. Diane will make a report regarding if Paypal or credit cards are used at other Central Offices.

District Visits: Table to next meeting for update.

Diane's review – Concerns: Use of investment funds to cover operating expenses. Discussion followed explaining these are set aside funds, not really investments and use is temporary to cover cash flow shortages.

Raise: Discussion about availability of funds for raise. New merchandise orders will be marked up 30% - income expected to be sufficient to provide for a raise. Approved raise from \$14.75 per hour to \$15.20 per hour and increased mileage rate to \$.40 per mile retroactive to 7/1/07.

**New Business:**

Ken K. resignation – Ken K. expressed that because of family obligations he would not be able to make every meeting, Steering Committee felt that the time he could give would be a great asset to MAICO. Ken will continue on the Steering Committee.

Medical Answering Service increase – Diane will investigate cost of some other Answering Service Companies and bring a report to the September meeting.

Next Meeting: September 11<sup>th</sup>, 2007 at 6:00PM