

1. Members Present: Dan Delgehausen, Gary Yoder, Roger Axel, Merwyn Larson, Keith Wille, and Steve Torell. Others: Ron Nienaber, Patrick Parsley.
2. Annual Institute 2005: Dave Fischer has asked that we help finance a writing class. We will support the less expensive option for this year and evaluate for next year. It is possible that the University will be able to absorb the cost this year. Dave is in agreement with this option.
3. Sensible Land Use Seminar: Roger stated that it was a good PR move to attend. We need to stay in touch with other associations.
4. Newsletter: It was agreed that the newsletter as circulated should be changed as it includes too much of some information and not enough of other information. We are in the process of evaluating what articles the newsletter should include, who should write them, and how it should be distributed. We are leaning toward no hard copy. Suggested articles include:
  - a. Legislative report
  - b. Training schedules
  - c. Contractor training report
  - d. Seminar report
  - e. People highlight-possibly a board member.
5. Mechanical Code Books: Greg is working on the MN Mechanical code. We are seeking support from the state on delaying implementation to coincide with availability. No time frame has been released. NOTE: After the meeting Greg was contacted. He has sent the materials to ICC and is working with them on some early sales options.
6. Minutes: Minutes from the previous meeting were approved as written.
7. Treasurer's Report: Accepted as submitted.
8. RFP and the Draft Annual Institute plan were approved to be submitted to the membership. It was moved and approved that Roger will contact the other associations involved in the AI and let them know that we are looking at the current vender and possible alternates for 2006.
9. Approved the purchase of shirts for the AMBO board and executive officers and to offer shirts to the membership with the logo presented. Shirts are to be white with burgundy print and will be ordered after payment and sent to Gary Yoder for distribution. Pat will set up the order form for Paypal options. Board sizes:
 

a. Ron, Dan, Roger(2), Craig, Duane	6	XL
b. Pat, Merwyn	2	M
c. Steve	1	XXL Tall
d. Keith	1	XXL
e. Sid	?	
10. Next Meeting: August 16<sup>th</sup>, 2004 at 1:00PM

Respectfully Submitted

Patrick Parsley  
Executive secretary