

TRI-STATE WHEELCHAIR ATHLETIC ASSOCIATION, INC.
SECRETARY'S REPORT

- A. **Draft of the minutes for the 10/24/2009** were sent out to all members on 10/25/2009. This did not include Trisha's amended Treasurer's Report. I have included the amended first page of the minutes for your review.
- B. **Non-profit Status:** Trisha received what was supposed to be the 501 (c) (3) Letter of Determination from the IRS. The letter stated that when TSWAA originally applied as a non-profit they filed it as a 501(c) (7). Under the current tax code, a "7" is considered a non-profit organization; however, the one *major* difference is that donations to our organization cannot be considered as tax deductible expenses. I spoke with an IRS agent, Linda Stiers, this week. I pleaded my case in attempting to get us considered as a 501(c) (3) without doing a Form 1023. Although she was curious as to why we didn't originally file as a "3," she checked with the powers that be, and we must do the paperwork. It takes about 4-5 months to be approved,. In addition, they are raising the application fee from \$750 to \$850 as of January 1, 2010. Linda advised me that they are currently working on a cyber version of the Form which will reduce the fee to about \$200.00; however, as of now they have no projected date of implementation. It's supposed to be "sometime in 2010."

We also need to file a short form 990-N. This is the "postcard" to which Phil had referred to in an earlier meeting. The IRS has instituted this program so that every non-profit is expected to file each year. Our fiscal year ends as of June 30, 2009. As a result, we should have filed by November 15 of this year. Since they are attempting to get everyone to comply, they are easing the rules for small groups such as us. She noted the file and stated that we should complete the information ASAP. She reset the current information and requested that we not complete it online for about two weeks. This would bring us to approximately the last week of December.

- C. **Background Checks:** I have filed the request and am waiting for an account number to start the checks. I should have it within the next few days. There are a few questions that still have to be worked out with WASUSA. As of now, Kelli will keep a master list of everyone and I will have access to those individuals in our region. Right after last board meeting, I spoke with Don Chaffee (since he doesn't have representation on the Board). Don has checked with HSC and has been given a green light to start. His coaches have been advised.
- D. **Directors & Officers Insurance:** I submitted an application for coverage requesting premium charges for both \$1 and \$2 million maximum. There is a separate component in the application regarding internet liability. Phil, I need to provide them with the number of hits on our website per month.
- E. **Items To Be Considered for Annual Meeting:**
1. **Bylaws:** Are we changing our name in order to conform to Wheelchair and Ambulatory Sports, USA? Any other changes on the horizon?
 2. **Elections:** Attached you will find a list of current Board Members. We need to look at any possible changes or inconsistencies.