

# Acton Item request for Board of Directors Consideration

**From:** [Committee, Committee Chair]

Budget & Finance

**Action Item:** [Specific action request from the BOD]

Addition of \$1,000 to account line 7202 – Shipping Costs

**Background information:** [Any pertinent information on why this action item is needed]

The FPA Board ordered a reduction to the AV rental cost budget by 50% and commissioned purchasing and owning our own AV equipment. Due to the increased inventory of equipment that the FPA office will be bringing to our meeting centers it is necessary to rent round trip a trailer. The fast fold screens and audio equipment will not fit into the van used to transport staff and other meeting materials to our conferences.

Account line 7202 is used to post costs related to the FPA office shipping meeting and conference material. It is where the costs of the rental of a U-Hual trailer one way to our annual convention. Most annual convention equipment and supplies will not fit in the back of the van used to transport the staff and convention equipment and materials. A trailer is generally not needed on the return trip. The 2019 budget for account code 7202 had no dollars included to cover the costs related to any shipping for 2019 and should be revised.

**Vision for the Implementation:** [If the action item is not a policy statement, but a directive for the association to take action on what is the vision of how it will be implemented.

\*\*\*The board may approve the action item, this does not automatically approve the vision for implementation\*\*\*

The intent was to reduce the reoccurring costs related to equipment rental however the Board ordered equipment purchase will trigger expenditures necessary in other areas of the budget.

**Cost:** [If the action item requires the association to act, what are the expected costs associated with the actions

Annual estimated spending of \$1,000 for a 3 day round trip trailer rental for 8 FPA conferences.