

Minutes.

**Libertarian National Committee Executive Committee.
Regular Meeting, Tuesday, November 29, 1994.
[Draft.]**

A regular meeting of the Executive Committee of the Libertarian National Committee was held on Tuesday, November 29, 1994, at 8:30 p.m. Eastern Standard Time, by telephone conference call.

Four of the five voting members were present at the beginning of the meeting:

the chair, Steve Dasbach;
the vice chair, Karen Allard;
the treasurer, Hugh A. Butler; and
the LNC representative, Sharon Ayres.

Non-voting observers were also present. The secretary, John D. Famularo, did not attend.

A memorandum from the Convention Oversight Committee, Dan Karlan, was briefly discussed. He said the process for choosing the city for national conventions should be reviewed and possibly changed. One option would be for the party to produce the convention "in house" instead of through an independent contractor.

The Executive Committee reviewed a September 1, 1994, audit report by the internal auditor, Thea McLean, and adopted a response to her six findings:

-- 1. The auditor found that some 1993 W-2 forms were not mailed. She recommended that the W-2 forms be signed, dated, and mailed to the Internal Revenue Service; the Maryland forms be secured and mailed; and the 1994 forms be mailed when distributed. The Executive Committee response was that her recommendations had been followed.

-- 2. The auditor found that a 1993 1099 form for former national director Stuart Reges was not mailed. She recommended that the 1099 forms be signed, dated, and mailed. The response was that her recommendation had been followed.

-- 3. The auditor found that the national director had been billed for several items twice, a total of \$546.09. She recommended that \$546.09 be subtracted from the next expense check and, in the future, previous billed expenses be checked before expenses were submitted. The response was that her recommendation had been followed.

-- 4. The auditor found that back-up documentation was missing for several checks, such as reimbursement for the New Hampshire delegation to the 1993 national convention. She recommended that all missing back-up for checks be secured and a standard form for approval be used in the future. The response was that the national chair would write a letter authorizing reimbursing New Hampshire delegates to the 1993 national convention and a standard form had been prepared.

-- 5. The auditor asked, if the contract for the national convention states the convention contractor is responsible for all bills, why was the party reimbursing New Hampshire delegates. She recommended that some back-up, with the signature of the national chair, be kept on file and, in the future, the LNC vote on

reimbursements of delegates. The response was that the national chair would write a letter explaining the reimbursement of New Hampshire delegates to the 1993 national convention.

-- 6. The auditor found that there was no back-up authorizing some of the money given from the party to candidates. She recommended that authorization be secured from the Campaign area manager, Ron Crickenberger, with his signature approving these payments. The response was that the Campaign area manager would provide the written back-up authorizing giving the money to all candidates.

Perry Willis said that the Executive Committee would need to review the 1995 budget proposal again before the December 10 LNC meeting.

Without objection, a meeting in person of the Executive Committee was set for Friday, December 9, at 12 noon, in Washington, D.C., at the national headquarters.

An Advisory Opinion from the Federal Election Commission regarding the independent contractor for the 1996 national convention, FEE, was discussed briefly. Perry Willis said this matter should be discussed at the December 9 Executive Committee meeting.

The meeting adjourned at 9:45 p.m. EST.

Respectfully submitted, Gary E. Johnson, recording secretary.
