

# BOARD REPORT

May 2022



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# **PURPOSE OF REPORT**

The Board and the ITPA office provide transparency to the ITPA members. This report serves as an update to the Board and its members. The report will communicate the current status and projects as well as the association direction.

# LATEST

# BOARD MEETING

## Strategic Planning & Spring Board Meeting:

Every five (5) years the board, along with the past two (2) chairmen and the Executive Director plan for the association's future. It's a multi-day process and the association hires a facilitator to guide them through the process.

The association was scheduled for strategic planning in April 2020. Thankfully, it was postponed because the world is a different place post-pandemic.

It's also important to note, your dedicated board and past chairmen give of their time and pay their own travel expenses to attend; the ITPA covers food. Strategic planning attendees: Rudy Niswanger, Ryan Hochmiller, Sarah Anderson, Michelle Walls, Andy Mundy, Corey George; Past Chairmen: Shawn Andringa and Gerard Zentner.

The multi-day process is analysis and planning which can be taxing but the real work is in the execution of the plan which was divided into "pillars". The pillars are centered around connecting people and sharing knowledge: engaging current and past members, targeting future members, connecting members, sharing knowledge, supplier training, connecting with other associations, and revising the vision and purpose statement with communication intent.

The board will be updating progress as tasks are completed. The plan executed over a 12-month period to collect data, opinions, and areas of focus.

The Vision and Purpose statement was agreed upon.

## **ITPA Purpose Statement:** Connecting people and sharing knowledge.

**Connecting:** Convention, Member Bulletin & Directory, and with other organizations and Associations.

**People:** The independent heavy duty truck parts & service industry.

**Sharing:** Library knowledge database, 1on1, and group, panels, outside speakers, and member speakers.

**Knowledge:** Technical information, business support, and industry highlights.

The Spring Board meeting was short. We discussed concerns brought up at the Member's open session. Executive Director Tetz asked for an increase in spring and fall hotel caps. The board agreed with inflation raising the cap is necessary: \$200/night for spring meetings and \$350/night for fall meeting hotels.

# OPERATIONAL UPDATE

## Upcoming Meetings

### **2022 FALL (PHOENIX, AZ)**

Space has been reserved at The Wigwam, Phoenix, AZ. Dates: October 6-8, 2022. Meeting details coming soon.

### **2023 SPRING (SPRINGFIELD, MO)**

RFP has been sent out.

### **2023 FALL (ST. PETERSBURG-TAMPA, FL)**

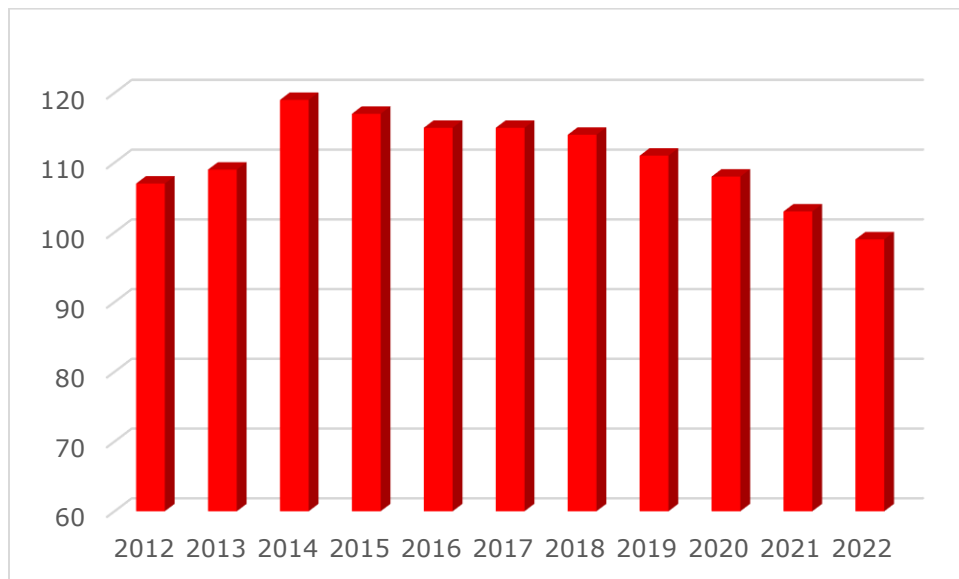
Space is being negotiated.

### **2024 FALL (CARLSBAD, CA)**

RFP has been sent out.

# MEMBERSHIP UPDATE

## CURRENT MEMBERSHIP



\*2022 as of Winter Meeting



## **2021 ADDITIONS**

My Little Salesman  
Trucktech Parts & Service  
SRC

## **2022 CANCELLATIONS**

Fort Worth Gear & Axle – Bought by Inland  
Suncoast Rebuild Center – No response, bookkeeper cancelled  
Gamex Exportation – Did not want to renew

# **FINANCIAL UPDATE**

# International Truck Parts Association

## Profit and Loss by Class

January - December 2021

	B-SPRING MEETING	C-FALL MEETING	NON-MEETING	TOTAL
Income				
Investments				\$0.00
Dividends			3,194.38	\$3,194.38
Interest			0.15	\$0.15
Total Investments			3,194.53	\$3,194.53
Meeting / Events Income				\$0.00
Registration Fees				\$0.00
Member Registrations		29,925.00		\$29,925.00
Spouse Registrations		6,935.00		\$6,935.00
Total Registration Fees		36,860.00		\$36,860.00
Sponsorship Revenue	1,000.00	15,000.00		\$16,000.00
Total Meeting / Events Income	1,000.00	51,860.00		\$52,860.00
Membership Dues			61,582.48	\$61,582.48
Total Income	\$1,000.00	\$51,860.00	\$64,777.01	\$117,637.01
GROSS PROFIT	\$1,000.00	\$51,860.00	\$64,777.01	\$117,637.01
Expenses				
Business Expenses				\$0.00
Business Registration Fees			161.82	\$161.82
Total Business Expenses			161.82	\$161.82
Contract Services				\$0.00
Accounting Fees			2,445.00	\$2,445.00
Consulting Services			8,162.20	\$8,162.20
Management Services			42,960.00	\$42,960.00
Total Contract Services			53,567.20	\$53,567.20
Facilities and Equipment				\$0.00
Property Insurance			828.00	\$828.00
Total Facilities and Equipment			828.00	\$828.00
Operations				\$0.00
Bank Charges & Interest			2,806.26	\$2,806.26
Books, Subscriptions, Reference			957.00	\$957.00
Postage, Mailing Service		111.23	22.06	\$133.29
Printing and Copying		159.77	291.44	\$451.21
Telephone, Telecommunications			18.00	\$18.00
Web Development			3,150.00	\$3,150.00
Website Hosting			1,800.00	\$1,800.00
Total Operations		271.00	9,044.76	\$9,315.76
Other Types of Expenses				\$0.00
Insurance - Liability, D and O			2,014.00	\$2,014.00
Investment Acct. Fees			1,273.84	\$1,273.84
Total Other Types of Expenses			3,287.84	\$3,287.84

## International Truck Parts Association

Profit and Loss by Class

January - December 2021

	B-SPRING MEETING	C-FALL MEETING	NON-MEETING	TOTAL
Travel -Convention & Meetings				\$0.00
Hotel/Banquet Expense		39,306.06		\$39,306.06
Mtg.Events/Entertainment		5,543.74		\$5,543.74
Speakers		5,486.08		\$5,486.08
Spouse Events		479.00		\$479.00
Staff Travel		1,539.82		\$1,539.82
Total Travel -Convention & Meetings		52,354.70		\$52,354.70
Total Expenses	\$0.00	\$52,625.70	\$66,889.62	\$119,515.32
NET OPERATING INCOME	\$1,000.00	\$ -765.70	\$ -2,112.61	\$ -1,878.31
Other Income				
Gain on Sale of Securities			809.53	\$809.53
Total Other Income	\$0.00	\$0.00	\$809.53	\$809.53
NET OTHER INCOME	\$0.00	\$0.00	\$809.53	\$809.53
NET INCOME	\$1,000.00	\$ -765.70	\$ -1,303.08	\$ -1,068.78

# International Truck Parts Association

## Balance Sheet

As of December 31, 2021

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
TD Bank	86,109.64
Total Bank Accounts	\$86,109.64
Accounts Receivable	
Accounts Receivable	58,665.00
Total Accounts Receivable	\$58,665.00
Other Current Assets	
Prepaid Expense	0.00
Undeposited Funds	945.00
Total Other Current Assets	\$945.00
Total Current Assets	\$145,719.64
Fixed Assets	
Furniture and Equipment	0.00
Total Fixed Assets	\$0.00
Other Assets	
Janney Montgomery Scott	0.00
Gov't Securities Fund	0.00
Money Market Fund	3,854.00
Mutual Funds	146,545.47
Pimco Real Return	0.00
Total Janney Montgomery Scott	150,399.47
Total Other Assets	\$150,399.47
<b>TOTAL ASSETS</b>	<b>\$296,119.11</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
Deferred Revenue	83,790.00
Total Other Current Liabilities	\$83,790.00
Total Current Liabilities	\$83,790.00
Total Liabilities	\$83,790.00
Equity	
Fund Balance	186,875.70
Opening Balance Equity	0.00
Unrestricted Net Assets	26,522.19
Net Income	-1,068.78
Total Equity	\$212,329.11
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$296,119.11</b>

# SPONSORS



Sponsors are an important part of the ITPA budget. They contribute \$1000 per meeting.

# GOVERNANCE

## **ITPA BOARD OF DIRECTORS**

Rudy Niswanger	Second Term ending Oct 2023
Andy Mundy	Second Term ending Oct 2022
Sarah Anderson	Second Term ending Oct 2023
Ryan Hochmiller	First Term ending Oct 2022
Scott Liber	First Term ending Oct 2022
Nick Comer	First Term ending Oct 2023
Corey George (Filling Mark Harris Term)	First Term ending Oct 2023

## **CONVENTION COMMITTEE**

Michelle Walls, Andy Reichert, Mike Zakutny, Michael Chudacoff, Paresh Patel, Jordan Stein, Kyle Forster, Tommy DeWildt, Jordan Adelman

## **INVESTMENT COMMITTEE**

Matt Schmidt, Scott Liber

## **MEMBERSHIP COMMITTEE**

Martin Mercer-Deadman, Andy Mundy