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FRONTIER DUTY FREE ASSOCIATION
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Board of Directors Agenda
Teleconference
Tuesday, September 6th, 2016
1:00pm to 3:00pm (EST)
Dial in #: **1-888-289-4573**
Access Code: **614331**

	Item	Presenter	~Minutes	~Finish
A	**Standard Agenda Items**		15	1:15pm
	Call to Order and Roll Call	Peter Brain		
	• Review and approval of June 7th, 2016 Board meeting draft minutes & September 6th, 2016 Draft Agenda & Background Documentation	Laurie Karson		
	• Financial Quarterly Review – 2nd Quarter & Audit (March/April/May 2016) – review/decision 1. 2016 Financial Statements/Budget 2. 2015 Draft Audit/Findings Letter/Management Representation Letter	Peter Brain		
B	**Special Reports – Discussion & Decision Required (where applicable – pls. see ED Report for brief summary)**		100	2:55pm

	Government Relations
	• Update on Lease Issue
	  ○ Budget
	  ○ Status Update & Next Steps
	• Conflict of Interest – Windsor Tunnel Duty Free
	• Sales Statistics Update – CBSA/FDFA
	• U.S./Canada Pre-Clearance Test Sites
		Laurie Karson/ALL		

	Committee/Association Updates (the E.D. report outlines recommendations where applicable vs. updates)
	• Business & Professional Development Cmte.
	• National Marketing Update
	• Convention Committee 2016 Update
	• Strategic Convention Review & Update
	• Gold Standards Committee Update/Status
	• FDFA Operations
	  ○ Draft Communiqué
	  ○ FDFA Website Update
		Laurie Karson/
		Peter Brain		

C	**New Business & Adjournment of Meeting**		5	3:00pm