



Board of Directors Virtual December 6, 2023, 3-4:30 pm ET

Board Members

Brett Jackson, CASP - President
LaNiece Tyree, CASP – President Elect
Scott Seagren, CASP – Vice President
Jared Ceja, CASP - Treasurer
Neil Markley – Past President
Kim Rademacher, CASP - Central Rep
Monica Rattigan - East Rep
Esmeralda Valdez, CASP - South Rep
Andy Lachman, CASP – West Rep
Jennifer Gray – Member At-Large
Kristy Vienne, CASP - Member At – Large
J. Rex Tolliver, CASP – Foundation President

*** not in attendance: Jennifer Gray*

Staff

Sheena Majette - CLO
Artem Mulitsa - CSMO
Matt Portner - Sr Director of Finance and Administration
Beverly Hastings - Exec Asst & Office Operations

Guests

Bill Redwine

Call Agenda:

1. Call to Order / Roll Call – *Brett Jackson, CASP*
Ms. Jackson called the meeting to order at 3:01pm ET.
2. Approval of November 4, 2023, minutes – *Brett Jackson, CASP*
M/S/P Lachman/ Markley to “approve the minutes as presented.”
10 “yes”, Zero “no”, zero abstentions

Strategic Issues

3. ELT Update
 - Sales & Marketing Update
Mr. Mulitsa reported the new website has launched and the team is working to iron out the kinks related to the transition. He is currently working with BP’s on CEX 2024, and he is using a new exhibitor management system that will bring cost savings as well as provide a smoother process for all. Mr. Mulitsa will provide quarterly statistics on the online College Services Magazine.
 - Finance and Administration
Mr. Portner reported that the team was able to assist central and east with their CX financials. Current and former affiliation agreements are being collected for review. The first timer challenge is also being assessed.
Membership Data was presented, and membership categories were explained.
The membership committee is discussing anniversary date renewal for members and will provide a report to the board soon. NACAS Lounge activity is also being tracked by staff.

The audit report has been received and will go to the finance committee for review and will be shared at the next board meeting.

- Learning and Development
Ms. Majette reported registration is open for the March SES program. The LMS will host its last webinar on December 19. The C3X general session recordings will be on the LMS in the New Year. Dial cohorts are ready, and their program will launch in January.

4. C3X Debrief

Ms. Majette let the group discussion on C3X, reviewing the feedback and statistics. We had more institutional members than the previous year. The team is working to negotiate the final invoicing and attrition charges. Ms. Majette also shared the results of the C3X evaluation. Ms. Jackson, in the interest of time, asked the board that all additional feedback be emailed to her and Sheena after this call.

Review & Adjustment of Strategy

5 Approval of CEO search expenses: *Jared Ceja, CASP*

M/S/P Ceja/Vienne to “approve the CEO search expense as presented”.

Mr. Ceja has asked that the board determine an acting CEO step in to approve contracts and /or policies that require CEO approval.

M/S/P Markley/Tyree to “Determine an acting CEO to approve transactions over \$5000 and dealing with personnel be delegated to Brett Jackson.”

10 “yes”, Zero “no”, zero abstentions

6 Treasurers Report

Mr. Ceja reviewed the SOA and income/ expense for the year 2023.

To be noted we expected a change of assets to the negative and this report is better than originally expected.

7 Release of Fidelity Funds: *Jared Ceja, CASP*

Mr. Ceja introduced the request to pull money from the Fidelity accounts to help fund the expenses coming in post C3X. Mr. Portner provided the group with an overall anticipated expense report. Discussion followed regarding the amount.

M/S/P Tolliver/ Seagren to “approve the movement of \$170 k from Fidelity account to NACAS operating account to cover the budgeted deficit account.”

10 “yes”, Zero “no”, zero abstentions

Policy Determination: Public & Operational

8. Approval of 23/24 Committee chairs and membership

M/S/P Lachman/ Tolliver to “approve committee chairs and roster membership as presented.”

10 “yes”, Zero “no”, zero abstentions

Routine Board Business

9. Foundation Update

Mr. Tolliver reported the Foundation workgroups are working on the Foundation Structural Documents as well as the Revenue Generation Documents.

10. 2024 Board of Directors Meeting Schedule

Ms. Jackson asked the board to review the dates of upcoming calls and contact her with any questions.

11. Mr. Bill Redwine expressed his thanks to staff for their support and to the board for their confidence in him to support the association in the interim period.

Thank you, Bill!

Motion to move to Executive Session

M/S/P Markley/Tolliver "to move to Executive Session."

10 "yes", Zero "no". Zero abstentions