

NACAS Board Meeting Minutes

June 17, 2020

<input checked="" type="checkbox"/>	Ryan Greene, CASP	President	<input checked="" type="checkbox"/>	Kelsey Harmon Finn	CEO
<input checked="" type="checkbox"/>	Mark Ironside	President Elect	<input checked="" type="checkbox"/>	Marcia Oakley	Executive Assistant
<input checked="" type="checkbox"/>	Matt Portner, CASP	Vice President	<input checked="" type="checkbox"/>	Lillian De Lisle Stott	Associate Executive Dir.
<input checked="" type="checkbox"/>	Sherry Davidson	Treasurer	<input checked="" type="checkbox"/>	Ashley Vercellone	Sr. Dir. of Operations
<input checked="" type="checkbox"/>	Carlos Garcia, CASP	Past President	<input checked="" type="checkbox"/>	Kennedy Turner	Sr. Dir. of Business Dev.
<input checked="" type="checkbox"/>	Gheretta Harris, CASP	Central Rep	<input checked="" type="checkbox"/>	Chris Dastoli	Director of Finance
<input checked="" type="checkbox"/>	Maria Hoagland	East Rep <small>(Exec Session only)</small>			
<input type="checkbox"/>	Andy Meeks, CASP	South Rep			
<input checked="" type="checkbox"/>	Jared Ceja, CASP	West Rep			
<input checked="" type="checkbox"/>	Joe Eggleston, CASP	Member at Large			
<input checked="" type="checkbox"/>	Emily Messa, CASP	Member at Large			
<input type="checkbox"/>	Melissa Moore	Foundation President			

FINAL 8-5-20

Call to Order / Roll Call

President Greene called the meeting to order at 2:02 p.m. and welcomed Gheretta Harris back to the Board.

Approval of April 22, 2020 Minutes

M/S/P Garcia/Messa "to approve the April 22, 2020 minutes as presented."

Nine "Yes" votes

Zero "No" votes

Zero abstentions

Strategic Issues

Open Conversation Around What's Next for Campus

- Discussion was held on what is happening on various campuses regarding virus related modifications for the fall semester.

Inclusive Excellence Update

- Mr. Ironside reported that he is working with Ms. Stott and director of membership, Jeff Tice on inclusive excellence initiatives that tie back to the work done at the Leadership Team Meeting.
- A webinar titled "Service, Leadership, and Volunteering with NACAS" was held recently and led by Ms. Messa and Mr. Ironside on volunteering opportunities and encouraging people to engage in committees. The webinar included the important message of inclusive excellence. Nominations for committee positions will be evaluated on enhancing the diversity of the association and the committee's leadership and/or if they include inclusive excellence and engagement.
- NACAS is working on building out affinity groups and/or resource groups. The NACAS staff will be sending out a survey to the membership based on the work done in the past on the Inclusive Excellence Toolkit.
- Work around board values to narrow them down and set expectations of board members.
- NACAS is looking at how to market and promote the association to make members feel welcome.
- These topics will be discussed at the August board meeting.

Benchmarking Update

- Ms. Finn reported that the data collection has closed for the benchmarking study. The dashboards are set to go live by mid-July to those who completed it. The plan is to do another data collection next year.

C3X

- Ms. Finn noted that the NACAS staff is meeting this week with several companies and viewing demos of their virtual event software.
- NACAS is looking at all options related to this year's event.
- The Joint Finance Committee will meet next week.

Review & Adjustment of Strategy

Treasurer's Report

- Ms. Davidson gave an update on the loans that NACAS has applied for:
 - Economic Injury Disaster Loan (EIDL) - NACAS has received these funds.
 - Payroll Protection Plan (PPP) - As a 501(c)6, NACAS is not eligible for the current program.
 - Employee Retention Tax Credit (ERTC) - NACAS is eligible for this program, as we did not receive the PPP funds. These credits begin April 1 and are to cover payroll taxes.
 - Social Security Tax Deferral - this program is available and can defer up to \$50,000 of social security taxes paid in 2020, beginning April 1.

Policy Determination: Public & Operational

Proposed Bylaws Changes

Article 1, Section 3 NACAS' Principal Office Location

- Ms. Stott reviewed the proposed Bylaws update, changing the language to "NACAS shall maintain in the Commonwealth of Virginia a registered agent and may have offices within or without the Commonwealth of Virginia as the Board of Directors may determine or as the business of NACAS may require from time to time."

This will also be presented to the membership at the Annual Business Meeting in the fall for approval.

M/S/P Messa/Eggleston "to accept the proposed Bylaws changes regarding NACAS' Principal Office Location as presented."

Nine "Yes" votes

Zero "No" votes

Zero abstentions

Foundation Bylaws Changes

- Ms. Stott noted that the Foundation wants to have regional liaison positions on their board for each of the four NACAS regions. The intent is that this will go into effect in November at C3X.
- Discussion was held and this item will be tabled until the next board meeting.

M/S/P Portner/Ceja "to table the voting on the Foundation Bylaws changes until the next NACAS board meeting."

Nine "Yes" votes

Zero "No" votes

Zero abstentions

Nominations Update

- Mr. Garcia gave an update on the self-nominations received to date for the At-Large position and the Vice President position (West region).

- No nominations have been received for the Central Representative to the Board position.
- Ms. Stott reported that the Regional Boards are determining their transition timelines and any impact to the terms of Regional Representative positions to the National Board will be discussed by the Nominating Committee.

Routine Board Business

Summer Board Meeting Agenda

- President Greene noted that the Strategic Plan process is being pushed back one year, as the current plan is still relevant. The Board will discuss how to infuse Inclusive Excellence into the existing Strategic Plan.

NACAS Office Update

- Ms. Finn reported that we are in the final steps of the NACAS office move out.
- The first virtual State of the Association was presented on June 16th. Two more are planned for July 22 and August 20.
- The Virtual Leadership Forum is scheduled for June 24-26.
- The new Business Partner Forum is scheduled for July 8 and the intended audience is for business partners to learn what is happening on campuses and how they can be better partners.
- Ms. Finn has been working with other CHEMA executives on collaboration amongst the organizations. Ms. Finn is leading a sub-group on shared services and research is being done around legal, health benefits, membership events and technology.

NACAS Foundation Update

- Ms. Finn noted that the Foundation is working on shifting fundraising events for C3X and year-round.

M/S/P Garcia/Eggleston “to go into executive session at 3:17 p.m.”

10 “Yes” votes (one person joined late)

Zero “No” votes

Zero abstentions

M/S/P Garcia/Ceja “to end the executive session and adjourn the meeting at 3:29 p.m.”

10 “Yes” votes

Zero “No” votes

Zero abstentions

Respectfully submitted,

Kelsey Harmon Finn
CEO

Marcia Oakley
Executive Assistant