



Board of Directors Meeting MINUTES

Thursday, September 11, 2025 3:00 pm - 4:30 pm EST

In Attendance:

Board Members

LaNiece Tyree, MPA, CASP – President
Scott Seagren, CASP – President Elect
Jared Ceja, CASP - Vice President
Brett Jackson, CASP - Past President
Neil Markley – Treasurer
Kim Rademacher, CASP - Central Rep
Kristy Vienne, PhD, CASP - Member At-Large (Absent)
Emily Messa, PhD, CASP - Foundation President (Absent)
Andy Lachman, PhD, CASP – West Rep
Jim Dwyer, CASP - Member At-Large
(Departed 3:13 PM, returned 3:48 PM)
Esmeralda Valdez, PhD, CASP - South Rep (Joined 3:13 PM)
Jonathan Kukta, CASP - East Rep

Staff

Rich Steele – CEO
Raj White - Sr Director of Education
Artem Mulitsa - CSMO
Matt Portner - Sr Director of Finance and Admin
William Hurley, CSO
Tara Spolan, Sr Director of Events

Guests (Arrived at 3:45 PM, departed 4:10 PM)

Sid Mehta - Greenworks Inc.
Sylke Jaspers - Greenworks Inc.

Minutes:

1. Call to Order / Roll Call – *LaNiece Tyree, MPA, CASP*
 - a. *LaNiece called the meeting to order at 3:02 PM.*
2. **ACTION** - Approval of June 12th 2025 Minutes – *LaNiece Tyree, MPA, CASP*
M/S/P Neil / Brett to approve the June 12th 2025 minutes. All in favor.
3. **ACTION** - Ratification of Actions via Email - *LaNiece Tyree, MPA, CASP*
Friday, July 18, 2025
 - Action #1 - 2025 Nominating Committee - Unanimous
 - Action #2 - New East Regional Rep to the National Board - UnanimousThursday, August 14, 2025
 - Action #1 - 2025-26 Committee Rosters - Unanimous
 - Action #2 - 2026-27 DIAL Cohort II - Unanimous
 - Action #3 - 2025 Awards Slate - 9 Yes, 0 No, 1 Abstain, 1 Excused (Jim)*M/S/P Jared / Scott to ratify five actions as noted above. All in favor.*

Strategic Issues:

4. CEO Updates - *Rich Steele, CASP*
 - a. Staffing Updates: Tara Spolan began as the Sr. Director for Events July 1; Deja West began as the Learning & Development Coordinator August 7; Tara is in the final stages of selecting the Regions & Events Manager position

- b. Draft 2026 Calendar of NACAS Events and Board Meetings was shared.
- c. Quarterly update for September 2025 on KPIs/metrics to achieve the 2022-2025 Strategic Plan goals was reviewed.
- d. Board Member logistics for C3X was reviewed
- 5. ELT Updates - *Artem Mulitsa, Matt Portner, Raj White, Tara Spolan, William Hurley*,
 - a. LinkedIn Followers - Over 5,100 and growing. Strong email open rates reported.
 - b. C3X Sponsorships lagging slightly behind last year.
 - c. Expo will be strong with 20 more booths and revenue \$200k over budget.
 - d. 2026 Prospectus for all NACAS events and Foundation Prospectus went out in late June and can be viewed on the website.
 - e. Treasurer's report will include financial, cash flow and audit updates.
 - f. Generating interest with a portion of operating capital through our credit card company, Ramp - earned \$600 over the past couple of months.
 - g. Onboarded 2 new employees
 - h. 2026 Draft Budget - will go to the Finance Committee next week.
 - i. Assisting East with onboarding a new Treasurer.
 - j. The old Charlottesville address is no longer active and any mail sent to that address will be returned to sender.
 - k. Gratitude to the DIALAdvisory group for their ongoing program assistance
 - l. DIAL - The details of wrapping up Cohort I and the regional make-up of the new Cohort II was reviewed.
 - m. CASP - Have received 20 applications and 15 Recertifications - next Testing window is December with 7 applicants eligible to test.
 - n. Online events have strong satisfaction (99.7%) for 27 programs and 741 participants.
 - o. C3X registrations at 400 (vs. 363 in 2024) and 1960 room nights (of 3,621 required)
 - p. WIL - Sept 14-17 in Paso Robles, CA with 34 registrants (62 in 2024).
 - q. SES - Have Wigwam proposal for March 17-20, 2026, but awaiting other proposals.
 - r. Membership - 48 New/rejoined Institutional members, 42 New/rejoined BPs. 573 Current membership reflecting 80% retention - with 80 members up for renewal before end of year.
 - s. Canadian Connect, Enrich, Exchange event in Toronto, Oct 15-17. Hosted at Toronto Metropolitan University. LaNiece will be attending on behalf of the NACAS Board and both East and West have agreed to send Board delegates.
 - t. A strike in Ontario is affecting public institutions, which may impact some participation.
 - u. Awards for Canadian attendees participating in Toronto but not Vegas will be presented on site at Toronto Metropolitan University

Review & Adjustment of Strategy:

- 6. Strategic Planning Update - *William Hurley*
 - a. Reviewed the status of planning
 - b. A draft plan with more details will be shared in October
- 7. Treasurer's Report - *Neil Markley*
 - a. 2024 Audit and 2026 Budget will be presented to the Board in October
 - b. 2025 Financial Update - No major update. Tentatively projecting a net of \$126,000. Lowering expenses has significantly aided our projections.
 - c. Cash Flow Update - With higher cash flow, NACAS has been able to move funds into an investment account to generate some additional funds.

Policy Determination: Public & Operational:

8. Policy Committee Update – *LaNiece Tyree, MPA, CASP*
 - a. Updates from the finance committee will be added to written policies.
 - b. An AI policy is being developed to be added to the NACAS policy set.
9. RETF Update - *Scott Seagren, CASP & Jared Ceja, CASP*
 - a. September RETF Meeting Updates - A lot of ideas generated about how to best support Canadian and Central members.
 - b. **ACTION** - Approve Updated Bylaw's "Attachment A - Regions" as presented *M/S/P Kim / Brett to approve the adoption of Attachment A. All in favor.*

Routine Board Business:

10. Nominating Committee Update - *Brett Jackson, CASP*
 - a. The Nominating Committee, consisting of Rachel Bly - Central, Eileen Richey, CASP - West, Monica Rattigan - East, Robin Parker - South, have met and considered the feedback and qualifications of nominees for three vacant Board positions.
 - b. The proposed slate of officers/director for 2025 is:
 - i. Vice President - Esmeralda Valdez, PhD, CASP
 - ii. Treasurer - Kristy Vienne, PhD, CASP
 - iii. At-Large (3-year Term) - Ann-Marie Floresca, CASP
 - c. **ACTION:** Approve the Slate of Officers/Directors for 2025 as presented *M/S/P Andy / Kim to approve Esmeralda Valdez, PhD, CASP as Vice President for 2025. All in favor. Esmeralda abstained.*
M/S/P Jared / Neil to approve Kristy Vienne, PhD, CASP as Treasurer & Ann-Marie Floresca, CASP as At-Large for 2025. All in favor.
11. Foundation Update - *William Hurley*
 - a. Cornerstones of the Profession 2025 Cohort was announced
 - i. Brett Jackson, CASP - South
 - ii. Dave Wahr, CASP - Central
 - iii. Lisa Goberis, CASP - West
 - iv. Jerry Clemmer, CASP - East
 - b. Foundation Board has selected their slate of Officers/Directors for 2025
 - i. **ACTION:** Approve the Foundation Slate of Officers/Directors for 2025 as presented.
M/S/P Brett / Scott to approve the Foundation Slate of Officers/Directors for 2025 as presented. All in favor. Jim and Jared abstained.
 - c. Greenworks, represented by Sid Mehta and Sylke Jaspers, presented an overview of the new Plant-Rich Grant Program for 2025-2027 - a component of the new brand - "NACAS NextGen Dining".
 - d. An ad hoc advisory group has been formed to help guide the program moving forward. The NACAS NextGen Dining program will be officially launched at C3X.
12. Board Updates (as needed)
 - a. C3X Committee - *Scott Seagren, CASP*
 - i. Campus tours have been moved from Saturday to Monday & Tuesday to allow for broader participation at LTM.
 - ii. Opening & Closing event details are mostly finalized
 - b. Certification Commission - *Jim Dwyer, CASP*

- i. Exam subcommittee has been working on a multi-phase process for holistic review of all questions. Questions are currently in review.
 - ii. A webinar has been held for newly awarded CASP to remind members of recertification practices and how to leverage their new designation.
- c. Committee Chair Council - *William Hurley*
 - i. A Managing Burnout session will be offered to our volunteer leaders. An email will be sent inviting folks to that experience.
- d. Central Region - *Kim Rademacher, CASP*
 - i. Invites for the Central breakfast are being sent out on a rolling basis for Central members attending C3X.
- e. East Region - *Jonathan Kukta, CASP*
 - i. Kevin has taken over as President
 - ii. Planning for East CX in Richmond, Virginia has begun
 - iii. Collaborating with UVA & VCU
- f. South Region - *Esme Valdez, PhD, CASP*
 - i. The Board is preparing for a site visit to Charlotte for South CX 2026 and exploring Clearwater as a location for 2027.
- g. West Region - *Andy Lachman, PhD, CASP*
 - i. Exploring options for Long Beach for West CX 2026 and looking at Salt Lake City for West CX 2027.

Adjournment

M/S/P Brett / Andy to adjourn the meeting at 4:22PM. All in favor.



Approved October 16, 2025: Secretary Rich Steele, NACAS CEO