President Redwine called the meeting to order at 2:07 p.m.

1. **Approval of October 30 & 31, 2015 & November 4, 2015 Minutes**

   M/S/P Reynolds/Mills “to approve the October 30, October 31 and November 4, 2015 minutes as presented.”

2. **Financials**
   - Mr. Garcia noted that NACAS is projected to end 2015 better than previously reported during the October meeting due to the success of the annual conference. Conference revenue increased approximately $150,000 and expenses decreased approximately $30,000 due largely to lower meal function expenses.
   - There was a large increase in non-member full conference registrations and $10,000 in revenue from the mobile app.
   - President Redwine and the NACAS National Office have reached out to the first timer and non-member conference attendees to encourage them to join the Association.
   - The conference net was budgeted at $608,150 and projected at $959,624.
   - Mr. Dastoli noted that contracted labor expenses were higher than previously projected.

3. **Education Foundation MOU**
   - President Redwine reported that the MOU has been signed and executed. It was signed by Bill Redwine as the president of the Board of Directors and Matt Sirinek as the president of the NACAS Education Foundation.

4. **New Board Orientation Update**
   - Mr. Wahr and Mr. Ceja both noted that the board orientation in Charlottesville went well.
5. National Office Update
   • Ms. Finn reported that the summer board meetings will be held August 2-5 in Nashville at
     the Gaylord hotel with the Education Foundation meeting first. The NACAS board meeting
     would begin the afternoon of Wednesday, August 3rd and conclude by noon on Friday,
     August 5th.
   • A site visit was conducted last week at the Hilton Anaheim by Ms. Finn and Ashley
     Vercellone for the 2020 annual conference. This hotel is planning renovations in 2017 and
     will be a great location for the conference. The House of Blues is moving from Downtown
     Disney to the garden walk area, which is within walking distance of the hotel. This would
     provide options for a closing banquet.
   • The staff is busy closing out the annual conference and working on CASP recertification.

Action item:
   ➢ Ms. Vercellone is working with the hotel on a proposal which we hope to present to the
     Board for approval during the January call.

6. CCBO Update
   • President Redwine noted that the executive summary of what NACAS has done on behalf
     of and in support of the CCBO contract was included in the board materials, as well as a list
     of accomplishments, benefits and impacts. This information will be used to determine if
     NACAS should consider if the relationship with CCBO be continued or not.
   • Ms. Finn noted that CCBO plans to put out a request for RFPs in February. Therefore,
     NACAS is in a holding pattern on this.

7. 2016 Annual Conference Logo
   • Mr. Welty presented the proposed signage designs for the 2016 conference using the
     NACAS logo along with the conference logo. A diagram of the proposed registration area
     was reviewed as well. This logo would be adapted for future conferences to be consistent
     in branding.

M/S/P Wahr/Bradie “to approve the 2016 conference logo design as presented. “

8. 2016 Business Solutions Center
   • President Redwine suggested that when the new Business Partner Task Force meets, that
     they review feedback that was given by business partners during the annual conference on
     renaming the Business Solutions Center.

9. Business Partner Task Force
   • Meetings were held with key, long standing business partners in San Antonio during the
     annual conference on enhancing relationships. Ms. Finn reviewed the challenges and
     proposed actions.
• This topic will be reviewed further during the LTM where some of these business partners will be invited to a portion of the meeting to work on further pieces of this.
• Mr. North suggested that the task force include some of the smaller companies.
• The proposed task force charge was reviewed:
  o The Business Partner Task Force works to create and nurture a strong and mutually beneficial relationship between NACAS and Business Partners in order to best serve the organizations membership. It harnesses the intellectual power of Business Partners to educate members and their institutions so that they may best serve today’s students. It works to position NACAS as an indispensable asset for Auxiliary Services professionals.

Action item:
- Add Jim Gregory from Steak n Shake to the task force list.
- Ms. Le Gros suggested that the group look at how the Business Partner Task Force charge matches with member needs and to not just focus on business partners.

• The makeup of the task force was reviewed. It was suggested to add the 2017 conference chair to this list and to look at regional business partners in addition to the large companies. The Board will determine if other business partners need to be added to the task force. The initial timeline for the task force is one year.
• Ryan Ernst’s contract with NACAS has been extended through March while the search for a full time Director of Business Development is conducted. Ryan Ernst will be on the task force until this position is filled.
• Ms. Finn suggested that names of others who may be interested in sitting on a future Business Partner Task Force be sent to her.
• The short-term action plan was reviewed.

Action item:
- Ryan Ernst to reach out to the regional presidents to determine who from each region will be a part of the Business Partner Task Force.

M/S/P Ceja/Garcia “to approve the proposed plan for the Business Partner Task Force as presented with the deliverables to be presented at the February LTM.”

10. 2016 LTM Schedule of Events
• President Redwine requested that the Board members send him an email before the end of the week with suggestions on what should be covered at the LTM.
• The initial planning group will include President Redwine, Ms. Reynolds, Mr. Wahr, Ms. Le Gros, Mr. Sirinek and Ms. Finn. They will begin developing the overall agenda to be distributed in early January.


Action items:
The NACAS National Office will reach out to the regional treasurers and Mr. Garcia to discuss what tasks they would like the national office to take on and what types of reports would be needed.

Ms. Le Gros to follow up with the regional presidents to further the discussion on NACAS becoming a 501(c)6 and report back at the January board meeting. Ms. Oakley will send out a Doodle poll to set up a time for this call.

M/S/P Le Gros/Ceja “to go into Executive Session.”

Respectfully submitted,

Marcia Oakley
Executive Assistant

**Future Meetings**

**January 2016** – review all committee five year plan updates, 50th Anniversary Committee update, internet costs and resort fees at annual conferences, quarterly financial statements, 2016 CHEMA conferences (collateral material needed, determine speaking/active role, list to determine who will attend what conferences), data curation task force update, inclusive excellence committee – next steps?

**February 2016** – CCC updates and structure, proposed language for the Policy Manual to describe the role of the committee chairs and vice chairs, Employee Handbook

**March 2016** - Performance Evaluation tool

(Note: quarterly NACAS and Education Foundation financial statements and the NACAS BOD dashboard to be provided in January, April, July and October)

**College Services Magazine**

**Themes**

Winter 2015 – Leadership
Spring 2016 – Sustainability
Summer 2016 - Compliance

**Leadership Team Meeting**

• February 2016 Meeting – Embassy Suites Las Vegas
  February 16-20, 2016

**Future Annual Conferences**

**NACAS 48th Annual Conference**
October 9 - 12, 2016
JW Marriott
Indianapolis, Indiana

NACAS 49th Annual Conference
November 5 - 8, 2017
The Broadmoor
Colorado Springs, Colorado

NACAS 50th Annual Conference
October 14 - 17, 2018
Rosen Shingle Creek
Orlando, Florida

NACAS 51st Annual Conference
November 10-13, 2019
Sheraton Phoenix Downtown
Phoenix, Arizona

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CCBO 34th Annual International Conference
September 24 – 27, 2016
Disney’s Contemporary Resort
Orlando, Florida

CCBO 35th Annual International Conference
September 23 – 26, 2017
Astor Crowne Plaza New Orleans
New Orleans, Louisiana

CCBO 36th Annual International Conference
September 28 – October 1, 2018
Sheraton Phoenix Downtown
Phoenix, Arizona