

NACAS Education Foundation
Board of Directors Meeting Minutes
September 17, 2014
Teleconference

In Attendance: Frank Mumford, Matt Sirinek, Ken Ramey, Patty Eldred, Mike Ellis, Charlie Figari, Maria Hoagland, Dave Kratzer, Kathryn Le Gros, Mary Perry

Absent: Nancy Becerra, Jim Jenkins

Staff: Eleanor Mower, Emily Welty, Marcia Oakley, Sneha Pokharel

Called to order at 2:07 pm EST

July minutes

- Approved by acclamation

Fundraising/Stewardship

- Mr. Kratzer confirmed that ARAMARK pledged \$5,000 for an Annual Conference Foundation donation.

Silent Auction/Raffle

- The Silent Auction is scheduled to go live on September, 25 and will close on October 7 in the Business Solutions Center
- Credit card processing in Canada is a complicated process; President Mumford will speak with Ms. Le Gros about creating a Square account in her name and attaching it to her Canadian bank account.
- Mr. Sirinek reminded the Board that the Silent Auction and Raffle are fast approaching and to please solicit business partners for donations.

Flip-a-coin

- President Mumford reiterated that the credit card processing is an unexpected complication for this activity. If credit cards are able to be processed then the event shall run smoothly.

Business Partner Reception

- The Business Partner and Conference Committees are organizing this event. The reception will take place at 4:30 pm on October 6 following the Business Solutions Center hours.

Foundation Signage at Montreal

- When Hargrove sends in the signage mock ups, Ms. Welty will pass them onto President Mumford for approval.

Past Presidents Challenge

- Erma Baker will send out one more communication to the East Region encouraging the past presidents to donate. President Mumford will do the same for the West Region, and encouraged the rest of the board to do the same for their regions.
- The winning region will be recognized at the Celebration Luncheon on October 7 in Montreal.

Communications

- Ms. Welty sent out an email to the Institute for Managers graduates that are eligible for a scholarship to the conference. To date seven people have registered using this scholarship. NACAS gives first time annual conference attendees, that are IFM graduates, the guest rate and the Foundation pays the registration fee.
- A draft of the Foundation information flyer has been created and sent to Mr. Sirinek and President Mumford for edits. President Mumford will make his edits and send them to Ms. Welty.
- The flyers will be placed on chairs during the Celebration Luncheon in Montreal. The Foundation would like a foam board of both sides of the flyer to be created and placed in the Palais, and a copy of the flyer to be placed on the BiddingForGood site where the Silent Auction is taking place.

NACAS National Office Update

- Ms. Mower introduced Ashley Hutchison, conference & events manager, to the Foundation board. Ashley will focus on the annual conference, NACAS institutes, and professional development events.
- Ms. Mower also informed the board that Jana Faro is working part time as an interim director of education and certification, and will work through the conference. She will help put together education sessions prior to the conference and on site while in Montreal.
- Conference registration numbers are on par; the Business Solutions Center is still generating booths; and all three of the contracted hotel room blocks are full.
- President Mumford's suite will be in the Hyatt, room 1225. Teri Bump will be using it for a late reception on Monday evening. Ms. Bump is also putting together a breakfast for 'rising professional' females that is to take place on Tuesday morning. The suite will be open in the evenings if any board members would like to hold meetings with business partners, the suite will be available at any time, Saturday - Tuesday evening.

Central

- No updates

East

- Ms. Hoagland will reach out to Erma Baker regarding Foundation donations

South

- No updates

West

- West and Central are moving forward on their joint 2016 conference in Boulder, Colorado.

Administration

- Mr. Figari's term on the board ends October 2014. President Mumford asked for a couple of board members to volunteer as part of a nominating committee. President Mumford has reached out to Teri Bump and she is interested in coming back onto the board.

M/S/P Figari/Perry to "invite Teri bump back onto the foundation board"

2015 Budget

- President Mumford is still working with the NACAS National Office on the 2015 budget. A draft will be sent out for the board to review and vote on while in Montreal.

The meeting was adjourned at 2:33 pm EST

Respectfully submitted,

Ron Campbell, CASP
CEO

Emily Welty
Education Foundation Coordinator