

**NACAS Education Foundation
Board of Directors Minutes
Wednesday, September 7, 2016**

FINAL 10-7-16

<input checked="" type="checkbox"/>	Matt Sirinek	President	<input checked="" type="checkbox"/>	Kelsey Harmon Finn	CEO
<input checked="" type="checkbox"/>	Mike Ellis	Vice President	<input checked="" type="checkbox"/>	Marcia Oakley	Executive Assistant
<input checked="" type="checkbox"/>	Laura Stevens	Treasurer	<input checked="" type="checkbox"/>	Chris Dastoli	Director of Finance
<input type="checkbox"/>	Frank Mumford	Past President	<input checked="" type="checkbox"/>	Kennedy Turner	Dir. of Business Dev.
<input type="checkbox"/>	Nancy Becerra	Director (BP)	<input checked="" type="checkbox"/>	Ashley Vercellone	Dir. of Conf. & Events
<input type="checkbox"/>	Teri Bump	Director (BP)	<input checked="" type="checkbox"/>	Ryan Ernst	BP Coordinator
<input type="checkbox"/>	Jim Jenkins	Director (BP)			
<input type="checkbox"/>	Matt Portner	Director (Central)			
<input type="checkbox"/>	Maria Hoagland	Director (East)			
<input checked="" type="checkbox"/>	Dan Adams	Director (South)			
<input checked="" type="checkbox"/>	Eddie Mills	Director (South)			
<input checked="" type="checkbox"/>	Melissa Moore	Director (South)			
<input checked="" type="checkbox"/>	Tony Lynch	Director (West)			
<input checked="" type="checkbox"/>	Diane Reynolds	Director (ex-officio, voting)			

President Sirinek called the meeting to order at 2:03 p.m.

1) Approval of August 2-3, 2016 Minutes

M/S/P Adams/Stevens “to approve the August 2-3, 2016 minutes as presented.”

2) Presidents Report

- President Sirinek reported that he is waiting to hear back from the chair of the Committee Chair Council (CCC) and that discussions on vice president representation on the CCC instead of on the Certification Commission will continue.
- During the summer board meeting, it was noted that the Board would meet monthly. The November call will be held on November 9th.

Action item:

- **Ms. Oakley to send out calendar invites for the November board call.**

3) NACAS National Office Update

- Ms. Finn reported that the membership renewal campaign for the year is complete with an 88% renewal rate to date.
- The conference hotel block is full on Sunday and Monday nights and registrations are still coming in. The staff has been contacting those who have booked a hotel room, but have not registered to ensure that they are planning to attend. If not, the rooms could be released so that others can make a reservation.

- Mekanik will be working with NACAS on rebranding and will be at the annual conference, as well as the February LTM. The first point of their engagement will be with staff on September 12th.
- The CCBO Annual Conference begins September 25th.

4) Treasurer's Report

- Ms. Stevens noted that the statement of activities and the budget were included with the board materials. She reported that summer board expenses are significantly less than last year.
- Mr. Dastoli reviewed the budget lines.

M/S/P Reynolds/Adams "to approve the proposed 2017 budget."

5) 50th Campaign Update

- President Sirinek reported that the silent phase of the 50th Campaign is underway and a few donations have already been received.
- A private "by invitation only" First 50 Reception sponsored by Starbucks will be held during the annual conference at the JW Marriott Indianapolis. This event will be held immediately prior to the Jeans and Jerseys gala. Electronic invitations will be sent out soon.
- Mr. Turner asked the Board to review the prospecting list that was recently emailed and identify those that they would be willing to contact and ask to become First 50 donors. Talking points will be provided.
- The campaign is being launched with a link for those on the prospect list to give through. The First 50 monthly and weekly pledge drop down through Qgiv notes that the funds will be directed to the Education Foundation Annual Fund, which includes three current annual funds – Tomorrow Fund, CASP Fund, and Member Fund which support funding of annual costs of research/data and professional development. The goal is to get 15 people committed to donating \$50 a week and 35 people committed to donating \$50 a month to the 50th Campaign by the annual conference.

Action items:

- **Mr. Turner to send the First 50 URL to the Board.**
- **The NACAS National Office to provide additional ways to donate without entering financial information online, but commit to donating on a regular basis via a check or automatic bank draft.**

- Discussion was held on changing the names of some of the funds.

M/S/P Stevens/Moore “to rename the Future Fund as the Education Foundation Endowment Fund and combine the Tomorrow Fund, the CASP Fund and the Member Fund into one Education Foundation Annual Fund. Mr. Turner to provide descriptions of the funds.”

6) Committee Reports

- Mr. Lynch reported that business partners have been contacted and solicitations have begun for the silent auction. These items have been listed on the auction site which should launch soon. Ewing Cole has donated an iPad Air 2 for the flip-a-coin fundraiser.
- Ms. Vercellone reported that there are 18 people registered for the golf tournament. Registration forms will be accepted through September 23rd. The NACAS National Office staff is looking at those who have golfed in the past in an attempt to boost registration numbers.
- Ms. Stevens shared the image of the NACAS socks that will be given to the duck pin bowling participants. Mr. Ernst is working on filling the last two sponsor spots for bowler groups.
- A report from the Nominating Committee was shared with the group. Mr. Ellis has accepted the West region nomination of vice president on the NACAS national board. President Sirinek and past president Mumford have indicated willingness to continue in their current roles for an additional year to provide a smooth transition for the presidential track. The following recommendation of the Nominating Committee will be voted upon during the October board meeting in Indianapolis:
 - A one-year president term for Matt Sirinek
 - A one-year vice president term for Matt Portner
 - A one-year treasurer term for Laura Stevens
 - A one-year past president term for Frank Mumford
 - Continuing member three-year terms for Maria Hoagland, Jim Jenkins, and Laura Stevens
 - A new three-year member term for Mary Perry, Follett Higher Education Group

7) NACAS Board of Directors Report

- Ms. Reynolds reviewed the proposed changes to the NACAS National By-laws which affect the regions. The by-laws will be voted upon by the membership at the annual business meeting during the annual conference.

M/S/P Reynolds/Stevens “to adjourn the meeting at 3:22 p.m.”

Respectfully submitted,

Kelsey Harmon Finn
CEO

Marcia Oakley
Executive Assistant