Call to Order
President Wahr called the meeting to order at 1:07 p.m.

Approval of December 6, 2017 Minutes
M/S/P Ceja/Eggleston “to approve the December 6, 2017 minutes as presented.”

Strategic Issues
Definition of Auxiliary Services
- Ms. Finn reviewed the updated definition of auxiliary services that the board previously worked on. Discussion was held on adding the word “campus” back in before “business service or program.” The definition needs to be broad, but tied to higher education. Action will be taken on this after the Leadership Team Meeting this week.

CASP Update
- Ms. Finn reported that the CASP working group noted that the certification program needs to be re-envisioned to focus on educating, as well as validating knowledge of the profession. The group recommends keeping the CASP certification, but shifting it from a one-time, stand-alone exam to a series of online badges that can be earned through taking courses in the subject matter before testing a candidate’s understanding of the material. Candidates would have the option to educate themselves through the digital badging program and work their way up to earning a CASP badge or take the stand-alone exam with any number (or none) of the courses. These courses will take several years to build out to match the current state of the CASP content outline. Therefore, the current paper exam will be offered at the C3X Annual Conference & Expo through 2020. A three-year plan would be implemented to decide in early 2021 about having the credential only available through online badging.
Marketplace
- Mr. Turner gave an update on the online NACAS Marketplace which will include six tools:
  1. NACAS Research
  2. Institution Exchange
  3. Business Partner Connect
  4. Membership Directory
  5. Industry Resources (e.g., generic templates)
  6. One Food Service (1FS)
- Ms. Pepito gave a demonstration on how to search within the Marketplace, as well as how to add member profile and institutional information.

Benchmarking
- Ms. Pepito gave an overview of her consulting work with Riddle & Bloom and Campus Dining, Inc. on student data and demographics.
- Benchmarking partnership opportunities were reviewed.

Review & Adjustment of Strategy

Treasurer’s Report
- Ms. Vieira reviewed the unaudited end-of-year financials.
- Revenues exceeded what was budgeted. Miscellaneous revenue includes a one-time payment that was received from the state of Virginia for unclaimed property for the past 20+ years in the amount of $279,364. The Finance Committee will need to make a recommendation in April on what to do with these funds. Discussion was held on possibly moving $150,000 into operation reserves.
- The Quarterly Dashboard FY Q4 was reviewed.
- Ms. De Lisle reviewed the Hassmiller Scholarship guidelines. It was noted that the scholarship provides one-half of the CASP application fee. The Awards Committee recommends that the NACAS Foundation amend section D of the Hassmiller Endowment to offer full support of the CASP application fee rather than one-half of the fee. This change would allow the Foundation to offer dedicated funds for up to two full scholarships per year as opposed to the current offering of four half scholarships per year.

Action item:
- Ms. De Lisle to follow up on the appropriate way to amend official documents.

Motion passed “to approve the recommendation to the NACAS Foundation to amend section D of the Hassmiller Endowment to offer full support of the CASP application fee.”
- This recommendation will go to the Foundation for their approval.

Policy Determination: Public & Operational

Board Exit Interviews
- Ms. Finn held exit interviews with Bill Redwine, Peter North, Scott Seagren and Matt Sirinek following their departure from the NACAS Board of Directors in 2017.

Routine Board Business

CCC Quarterly Report
- Mr. Greene noted that the CCC Quarterly Report was included in the board materials.
• It was noted that the Data Curation Task Force and the Organization Structure Review Task Force were both dissolved, as no continued work is needed from these groups.
• The committee chairs will provide updates during the Leadership Team Meeting tomorrow.

CHEMA Events
• Ms. Finn reported on the CHEMA events that NACAS staff will attend and use the complimentary conference registrations. Board members were asked if there were any that were not mentioned as being used by staff that they would be interested in attending to reach out to Ms. Oakley.

NACAS Office Update
• Ms. Finn noted that conversations are in the works for an online NACAS store through indiCo by April. There will also be a physical NACAS store at the C3X 2018 Annual Conference & Expo.
• The four areas that the NACAS staff are focusing on are knowledge, enthusiasm, patience and stability.

NACAS Foundation Update
• Mr. Portner reported $370,000 is pledged to the Campaign for the Future. This includes more than $35,000 from 83 individual donors.
• A total of $10,300 was given out this year in scholarships and awards.
• The Foundation supported CASP and provided financial support for two Institutes with 67 attendees, two pre-conference workshops with 40 attendees, and a total of 24 webinars and virtual roundtables with 967 participants.
• Regional and national Flip-a-Coin raised $16,475.
• Nearly $20,000 was raised through the C3X Silent Auction and Raffle. The Foundation is looking at some changes for this fundraiser. The major Foundation event at C3X should be highly attended this year.
• The Foundation president position will be a one-year cycle beginning this year.

CCBO Update
• Ms. De Lisle reported that CCBO has 144 institutional members, which is an increase since their fall meeting.
• A recruitment plan is in place to obtain new members and is focusing on the north-east.
• The CCBO spring board meeting will be held in Phoenix on February 24th. Ms. Finn will also attend this meeting.

LTM Schedule of Events
• Ms. Finn noted the LTM schedule that was included in the board materials.

M/S/P Eggleston/Portner “to go into executive session at 4:25 p.m.”

M/S/P Eggleston/Harris “to adjourn the meeting at 5:00 p.m.”

Respectfully submitted,

Kelsey Harmon Finn
CEO

Marcia Oakley
Executive Assistant