

# NACAS Foundation Board Meeting Minutes

## September 12, 2018

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<input checked="" type="checkbox"/>	Matt Portner	President	<input checked="" type="checkbox"/>	Kelsey Harmon Finn	CEO
<input checked="" type="checkbox"/>	Melissa Moore	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 checked="" type="checkbox"/>	Matt Sirinek	Past President	<input checked="" type="checkbox"/>	Kennedy Turner	Sr. Dir. of Business Dev.
<input type="checkbox"/>	Nancy Becerra	Director (BP)	<input checked="" type="checkbox"/>	Ashley Vercellone	Sr. Dir. of Operations
<input type="checkbox"/>	Teri Bump	Director (BP)	<input checked="" type="checkbox"/>	Lillian De Lisle	Assoc. Executive Director
<input checked="" type="checkbox"/>	Aubry Wooten	Director (BP)			
<input checked="" type="checkbox"/>	Mary Perry	Director (BP)			
<input checked="" type="checkbox"/>	Mark Kraner	Director (East)			
<input type="checkbox"/>	Dan Adams	Director (South)			
<input checked="" type="checkbox"/>	Eddie Mills	Director (South)			
<input checked="" type="checkbox"/>	Bill Redwine	Director (South)			
<input checked="" type="checkbox"/>	Tony Lynch	Director (West)			
<input checked="" type="checkbox"/>	Carlos Garcia	Director (ex-officio, voting)			

FINAL 10-12-18

### **Call to Order / Roll Call**

President Portner called the meeting to order at 2:05 p.m.

### **Approval of August 1-2, 2018 Minutes**

**M/S/P Redwine/Kraner “to approve the August 1-2, 2018 minutes as presented.”**

### **Strategic Issues**

#### **Campaign for the Future Update**

- Mr. Turner reviewed the updated Foundation prospect list.
- As of September 12<sup>th</sup>, the amount pledged for the Campaign for the Future is \$463,656.
- Board members were asked to solidify the donations from the regions.
- One-time donations will increase with end-of-year giving and Giving Tuesday.
- Ms. Finn noted that there are currently 14 foursomes signed up for the NACAS Foundation Robert “Bob” DeMoss Golf Tournament.

### **Review & Adjustment of Strategy**

#### **2018 Fundraising Events**

- Mr. Dastoli noted that board members are needed to volunteer for the C3X fundraisers in Orlando. The two areas needed are at the Foundation table at TopGolf and during the Flip-a-Coin fundraiser at the Celebration Luncheon. The deadline to sign up is Friday, September 14<sup>th</sup>. If spots are not filled, Mr. Dastoli will make assignments.
- Discussion was held on whether a third set of Flip-a-Coin beads will be sold at Top Golf or hold a small raffle or silent auction at this event. Another option is to offer a 3<sup>rd</sup> set during Flip-a-Coin at the Celebration Luncheon and possibly sell them for \$20 each or three sets for \$50 (which will include a set of commemorative heads that the member could keep).
- Mr. Redwine reported that KASA is sponsoring the Golf Tournament. Volunteers have been secured for registration at the course. Mr. Dastoli is working on putting the foursomes together. There will be goodie bags for the players and items to be raffled off at the course.
- Mr. Lynch noted that solicitations are continuing with business partners for raffle.

#### **Central Endowment Update**

- Ms. De Lisle noted that the Central Board of Directors met and made some adjustments to the Central endowment document. A final draft should be available at the October board meeting.

#### **2018-2019 Board Slate**

- Mr. Sirinek shared the updated Foundation Board of Directors roster for 2018-2019. Two potential board members were presented to be on the Board – Kathryn Le Gros and Angela Peterson. Mr. Redwine and Mr. Wooten are up for second terms.

#### **M/S/P Perry/Kraner “to approve the Foundation Board slate as presented.”**

- Ms. Le Gros and Ms. Peterson will be invited to the October board meeting.

#### **Policy Determination: Public & Operational**

##### **Policy Manual**

- Ms. De Lisle noted that clarity is needed in the Policy Manual on the CEO role and authority for the Foundation. She suggested that the Board hold off on this section until after recommendations from legal on the Bylaws, Articles and MOU, as most of the CEO authority will be in these documents. Then detail as needed can be added to the Policy Manual. It was noted that the CEO authority is listed in article IV, section 3 of the Bylaws.
- The purpose of the Foundation needs to be adjusted to be broader and the four pillars in section 102 that were developed in 2017 will need to be adjusted after the October meeting to align with the adjusted purpose.
- Other edits are minor tweaks to the Policy Manual.
- Ms. De Lisle reported that the Foundation is expected to go over budget by approximately \$5,000 in legal fees this year with Venable’s work on the Articles of Incorporation and Bylaws.

#### **M/S/P Garcia/Moore “to approve the Foundation Policy Manual as revised.”**

#### **Routine Board Business**

##### **NACAS Board of Directors Report**

- Mr. Garcia noted that the NACAS Board agreed that the Foundation will temporarily receive proceeds from NACAS Store sales.
- The NACAS Board began discussions on preparing for the January 2019 Leadership Team Meeting to be held in Las Vegas.
- The NACAS Board slate of officers was approved – Mark Ironside, Executive Director of Business Services at Lehigh University from the East region for vice president (a four-year track) and Deborah Huebler, CASP, director of campus services at the University of Hawaii at Manoa as the West representative to the Board to replace Jared Ceja.
- NACAS committee vacancies are mostly filled.
- Reviewed and approved the updated NACAS Policy Manual and board job descriptions.

##### **NACAS Office Report**

- Ms. Finn reported that renewal season is in full swing and membership is at a 95% renewal rate. Staff will be sending hand written notes to all NACAS primary contacts at member institutions this week during Member Appreciation Week.
- C3X registration is going well. NACAS is marketing the event and the C3X Committee is doing outreach in the Orlando area. Booth sales are going well with 191 10x10 booths sold (goal was 200). The national office is working on conference scripting. New this year, we will have an emcee to move the General Sessions along and create flow to the conference.
- NACAS past presidents will be recognized at the Celebration Luncheon and there will be a past presidents panel session on Sunday on the Past, Present and Future of NACAS.
- The NACAS Office has been researching how board materials are shared and has been testing video conferencing with the staff. The Board will practice this in Orlando.

#### **M/S/P Mills/Wooten “to adjourn the meeting at 3:09 p.m.”**

Respectfully submitted,

Kelsey Harmon Finn  
CEO

Marcia Oakley  
Executive Assistant