NACAS 50th Annual Business Meeting Minutes  
Tuesday, October 16, 2018  
Orlando, FL

President, David Wahr, CASP called the meeting to order at 8:33 am and asked the NACAS Board of Directors to stand and be recognized.

Establishment of a Quorum
- Parliamentarian and Past President, Diane Reynolds, CASP reported that we have a quorum. There were 312 member Institutions in attendance and 190 voting paddles were distributed (one per Institution).

Approval of November 11, 2017 Minutes
M/S/P Jason Levy, Temple University/Maria Hoagland, United States Military Academy “to approve the November 11, 2017 minutes as presented.”

NACAS State of the Association
- NACAS CEO, Kelsey Harmon Finn recognized the 22 NACAS past presidents in attendance.
- Ms. Finn presented the State of the Association and talked about where NACAS is today and reviewed the strategic direction.
  - Brand & Industry - NACAS is recognized as a thought leader, trusted resource, and industry expert on auxiliary services in higher education
  - Programs & Services - To provide programs and services to meet the needs of the auxiliary professional
  - Membership - Enhance the value of membership to increase retention, recruitment, inclusivity, and engagement
- Membership is growing in all four regions.
- NACAS hosted 29 webinars/virtual roundtables with 990 participants and there are 12 additional scheduled for 2018.
- 111 individuals with CASP designation.
- Over $10,000 given in scholarships and awards.
- 2018 was a year of impact.
- Members were asked to help move the needle – share information, talk to others, and give back.
- NACAS research
  - First research report was launched in February 2018.
  - Data collection efforts have helped to collect demographic information on 353 institutions.
  - Student success data collection efforts have gained insights from 400 students and almost 100 parents.

Treasurer’s Report
- Treasurer, Margarida Vieira reviewed the Statement of Activities 2018 Projections and gave an overview of the 2019 Budget Proposal.
- NACAS is forecasting a stable year ahead with moderate growth in both membership and events and is projecting stable staffing and program expenses.
• NACAS and CCBO came to a mutual agreement to end our long-standing partnership. Revenues and expenses have been adjusted to reflect this.
• Funds have been set aside for reserves ($50,000 in 2018 plus an additional $25,000 will be set aside in 2019).
• The NACAS Marketplace and the NACAS Store were launched.

The motion to approve the 2019 Annual Budget comes forward from the Finance Committee and does not require a second.

M/S/P “to approve the 2019 Annual Budget as presented.”

Regional Presidents Reports
NACAS Central
Central president, J. Rex Tolliver, CASP noted that the Central region continues to strengthen their relationship with the NACAS office through the regional affiliation agreement and member services agreement. Central invests in the education and professional development of their members and three scholarships were awarded in 2018 to attend the Central CX conference. The Central board created the Past Presidents Endowment and gave $35,000 to the NACAS Foundation to fund professional development and the Association for years to come. The joint NACAS Central/West CX 2019 will be held in Chicago, IL July 21-23, 2019.

NACAS East
East president, Phil Allison asked the East Board to stand to be recognized. A special welcome was given to all first-time conference attendees and they were encouraged to get engaged with other NACAS members to grow their professional development. The NACAS past presidents and regional presidents were thanked for their service and for giving so much to this organization. The NACAS East CX 2018 held in Saratoga Springs, NY was successful. The NACAS East CX 2019 will be held in Virginia Beach, VA June 2-5, 2019 and in Boston, MA in 2020. Penn State hosted an On The Road event this year and it was very successful. The East region had a 6% increase in membership and executed three MOUs with the NACAS Office capitalizing on membership, conference planning, and administrative support. There was one order of business for the East region – East vice president, Jason Levy gave an update to the East region on a Constitution & Bylaws change to revamp the East leadership team. The proposal will be a change in the presidential path and board structure. East members will vote on this at the NACAS East CX 2019 (or before electronically) on this.

NACAS South
South president, Brett Jackson, CASP asked the South Board to stand to be recognized. The 2018 South regional conference in Charleston, SC was their largest conference to date with number of institutional and business partner members attending, as well as the number of educational sessions offered. The South region had a 1.6% increase in membership with 12 new members this year. South is focused on a monthly reach out campaign to members that are not involved and to non-member institutions to acquire new members. The NACAS South CX 2019 will be held in Destin, FL March 31 - April 3, 2019, in Dallas, TX in 2020 and Savannah, GA in 2021.

NACAS West
West president, Jeff Rensel asked the West Board to stand to be recognized. The NACAS West CX 2018 conference in Coeur d’Alene, ID was successful. West is excited to partner again with the Central region in 2019. The West Bylaws indicate that the region will hold a regional conference in Canada. The NACAS West CX 2020 will be held in Vancouver, British Columbia,
Canada. The West region gained 11 new members this year. The West region offers four subsidies to give individuals a chance to try out a West membership, as well as four scholarships for the regional conference. West conducted a member survey this year to measure the value of NACAS and the region. Professional development initiatives are being worked on for West members. West established an investment account this year.

**NACAS Foundation Report**
- Foundation President, Melissa Moore asked the Foundation Board members to stand to be recognized.
- The Foundation is the fundraising arm of NACAS.
  - Fully funded and launched the NACAS Marketplace in the amount of $30,000
  - Provided $10,000 in annual scholarships
  - Awarded $1,300 in CASP scholarships
  - Awarded $2,000 in scholarships to students
  - Fundraising events - golf tournaments at some regional conferences and at the national conference, Flip-a-Coin, and the silent auction/raffle
  - Goal for the 50th anniversary Campaign for the Future was to raise $500,000 in two years (individual donors, regions, business partners, KASA, etc.) Ms. Moore reported that NACAS reached the goal!
  - 2018 CX fundraiser totals to date: Golf Tournament $3,325, Topgolf Raffle $738, Raffle in Expo $3,480 and Silent Auction approximately $4,000.

**Nominating Committee Report**
- Past President, Diane Reynolds, CASP presented the 2018-2019 Slate of Officers:
  - Mark Ironside – Vice President (East)
  - Deborah Huebler, CASP – West Region Representative (3-year term)
- There were no nominations from the floor. The motion to approve the slate of officers comes forward from the Nominating Committee and does not require a second.

**M/S/P “to accept the slate of officers as presented.”**

**Installation of Officers**
- President Wahr thanked outgoing board members, Diane Reynolds, CASP and Jared Ceja, CASP
- Past President, Diane Reynolds conducted the swearing in of the 2018-2019 NACAS Board of Directors and the presidential oath of office for Carlos Garcia, CASP.

**New Business**
- There was no new business.

**M/S/P Bill Redwine, Morehead State University/Felicia Townsend, Florida International University - MMC “to adjourn the meeting at 9:08 am.”**

Respectfully submitted,

Kelsey Harmon Finn
CEO

Marcia Oakley
Executive Assistant