

**NACAS Foundation Board
Meeting Minutes
September 29, 2021**

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|-------------------------------------|-------------------------------------|-------------------------------|-------------------------------------|------------------------|-------------------------|
| <input checked="" type="checkbox"/> | Eddie Mills | President | <input checked="" type="checkbox"/> | Matt Marcial | Chief Executive Officer |
| <input checked="" type="checkbox"/> | J. Rex Tolliver, CASP | Vice President | <input checked="" type="checkbox"/> | Lillian de Lisle Stott | Chief Operating Officer |
| <input checked="" type="checkbox"/> | Pam Burke | Treasurer | <input checked="" type="checkbox"/> | Kennedy Turner | Chief Revenue Officer |
| <input type="checkbox"/> | Kara Bunde-Dunn | Director (BP) | <input checked="" type="checkbox"/> | William Hurley | Dir of Membership |
| <input checked="" type="checkbox"/> | Carty McMullen | Director (BP) | <input checked="" type="checkbox"/> | Molly Caldera | Admin. Assistant |
| <input checked="" type="checkbox"/> | Ron Portwine, CASP | Director (Central) | <input checked="" type="checkbox"/> | Lindsay Hodges | Registrar & Ops Mngr. |
| <input checked="" type="checkbox"/> | Angela Peterson | Director (South) | | | |
| <input checked="" type="checkbox"/> | Bill Redwine | Director (At Large) | | Guests | |
| <input checked="" type="checkbox"/> | Krystal Lewis | Director (West) | <input checked="" type="checkbox"/> | Andy Meeks | Grant Review Committee |
| <input checked="" type="checkbox"/> | Kathryn Le Gros, CASP (Emeritus) | Director (At Large) | | | |
| <input checked="" type="checkbox"/> | Phil Allison | Director (East) | | | |
| <input checked="" type="checkbox"/> | Matt Portner, CASP | Director (ex-officio, voting) | | | |

September 29, 2021

1. Call to Order / Roll Call

- President Mills called the meeting to order.

2. Approval of July 2021 Minutes

M/S/P Redwine/Portwine “to approve the minutes of the July 2021 meeting.”

10 “Yes” votes

Zero “No” votes

Zero abstentions

Strategic Issues

3. Campus Care Grant

- Campus Care Grant Committee Chair and guest Andy Meeks presented on the Committee’s selection process and recommended recipients. He noted that many applications submitted detailed budgets, which is why amounts for each project granted differ slightly.
- Mr. Hurley and Mr. Meeks spoke about ensuring that the selection process for the Campus Care Grant is fair and equitable to all types of institutions and recommended the process change some in future years. Suggestions included updating scoring and providing applicants with example submissions to guide what is included in the application.

M/S/P Committee/Burke “to approve awarding the Campus Care Grants to the five recipients as presented.”

11 “Yes” votes (Ms. Lewis joined the meeting)

Zero “No” votes

Zero abstentions

Review & Adjustment of Strategy

4. Treasurer’s Report

- Ms. Burke presented the Treasurer’s report. As discussed in the last meeting, the Foundation will be moving forward with the management fee model of \$50,000 annually to NACAS for services and infrastructure provided. There will be opportunities for the Foundation to continue supporting programs in addition to the management fee, but no program support is budgeted for 2022.
- The Foundation will finish the year in the negative. Looking to next year, there was discussion surrounding saving money and spending less on operational expenses. In the first draft of the 2022 budget, there is no money budgeted for in-person Board meetings.
- It was recommended that the budget be adjusted to include \$15,000 for one in-person board meeting of the Foundation in 2022.

M/S/P Portner/Lewis to “approve the Board Resolutions to add Matt Marcial as an Authorized Individual to the NACAS Fidelity Account and to remove Kelsey Finn.”

10 “Yes” votes (Ms. Le Gros left the meeting)

Zero “No” votes

Zero abstentions

Policy Determination: Public & Operational

Routine Board Business

5. Working Group updates

- Activities Group
 - Mr. Hurley gave the Activities Group update. As of today, they have 48 registrations and have raised \$12,000. The participation is lower this year, which could be attributed to people missing in-person events vs. virtual. The Flip a Coin sponsor at C3X is EcoLab. Flip-a-Coin will happen on Wednesday, October 20 during lunch. Thanks to Mr. Allison and Ms. Bunde-Dunn for volunteering to support Flip a Coin; if other Board members are attending C3X, please be present at this fundraiser to help support bead sales. Prizes for Flip a Coin are still in progress.
- Individual Giving
 - Ms. Peterson mentioned that they have not been able to find a time for everyone to meet. The group will provide an update at the next meeting.
- Partnerships
 - Mr. Turner spoke about Foundation partnerships. He urged all Board members to reach out to connections to try to secure sponsorships for future Foundation events or contributions towards the Grant. Mr. Mills added that all Board members should be doing this on a consistent basis. Mr. Turner also thanked Ms. Bunde-Dunn and Ms. McMullen for securing sponsorships and working hard to bring in money for the Foundation.

6. NACAS Board of Directors Report

- Mr. Portner spoke about the NACAS Board’s suggestion that there does not need to be multiple Joint Finance Committee Meetings during the year. Instead, they proposed that one meeting would be joint to include the Foundation.

7. NACAS Office Report

- Ms. Joy Sinclair was recently brought on as a marketing contractor to support the team through C3X. The office is looking to fill the full-time marketing role ASAP when C3X is over.
- Mr. Marcial gave updates on C3X. Registrations continue to rise. Mr. Marcial is working with Mr. Hurley, Ms. Sinclair, and Mr. Turner on a flash sale promotion for virtual institutional registrations which will last for one day and be launched in the next couple of weeks. Ms. Caldera is handling the logistics surrounding the hotel room confirmations for C3X. She will be reach out shortly via email with those numbers. A detailed “Know Before You Go” document will be shared with all Board members prior to C3X.
- Board Member orientation for new board members will be hosted in mid-November.

- An in-person team development trip for the NACAS staff will be hosted in December in Richmond, VA. Staff is currently in the process of planning.

8. Adjourn

M/S/P Tolliver/Burke “to adjourn the meeting at 3:02pm.”

9 “Yes” votes (Ms. Lewis left the meeting)

Zero “No” votes

Zero abstentions

Respectfully submitted,

Matt Marcial
CEO

Molly Caldera
Administrative Assistant