

NACAS South Board of Directors Meeting

Thursday, July 18, 2024

11:00am EST, 10:00am CST

Present	Absent	Name	Position
X		Brian Browning	President
	X	Michael Murphy	President-Elect
X		Robin Parker	Vice President
X		Daniel Armitage	Immediate Past President
X		Jack Burgess	Treasurer
X		Carol Agomo	Secretary
X		Richard Owens	Conference Coordinator
X		Greg Bryant	Professional Development Coordinator
	X	Andrew Smith	Communications Coordinator
X		Dr. Esmeralda Valdez	South Rep to NACAS National
X		Alla Jeanae Frank	Membership Coordinator
X		Lynette Smith	Director of Regions, NACAS National Office
<i>Alternate</i>		Megan Henderson	Host Committee Chair

1. Call to Order/Welcome

Brian Browning

- A. Meeting was called to order at 11:02 am EST.
- B. Brian welcomed everyone.
- C. Brian introduced Emily Messa, Senior Associate Vice Chancellor/Associate Vice President for Administration, University of Houston, NACAS Foundation VP
 - i. Seeking a recommendation for the South representative to the Foundation Board.
 - This role is responsible for leading and supporting CX flip-a-coin and representing the south on the foundation board as the liaison between the two.
 - Should be an active member.
 - Monetary contribution requirement for the role.
 - Plan to propose slate to National Board.
- D. Review and discussion of the National Office MOU draft
 - i. Send comments and proposed changes to Brian for discussion during the August meeting.
- E. South Board Goals for 2024-2025
 - i. Send your goals to Brian to distribute to the group.

2. Board Reports

A. Conference Coordinator

Richard Owens

- i. Richard has all the information for the booking list, and we are all set up for Dollywood for September 15-18.

- Itinerary attached for all to share with institutions.



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- Working with Megan to finalize meeting and meal details.
 - Working with Jack to handle payments while on-site.

B. Conference Host Committee *Megan Henderson*

- i. No updates

C. Secretary's Report *Carol Agomo*

- i. Lynette's request for Board Dinner options at C3X 2024.
- ii. Motion to approve the June 20, 2024, meeting minutes by Greg Bryant, Seconded by Danny Armitage.
 - All in favor, motion carried.

D. Treasurer's Report *Jack Burgess*

- i. Account balances discussed.
- ii. Aramark payment processed.

E. President-Elect Report *Michael Murphy*

- i. No updates

F. Vice President's Report *Robin Parker*

- i. Robin plans to contact BPs very soon to introduce herself.
- ii. Robin will meet with Brian and Danny to discuss BP rates, etc.

G. South Rep to the NACAS Board *Esmeralda Valdez*

- i. National Board Meeting forthcoming.
- ii. Regional engagement taskforce, last discussed in C3X, as part of the regional realignment.
 - The main objective is to increase communication and alignment between the regions and the National Office.
 - Will serve as a conduit of information but will maintain executive board discussion to take place with board leadership.
- iii. Encouraged the group to consider a Board session for C3X.

H. Immediate Past President's Report *Danny Armitage*

- i. No updates.

I. Membership Coordinator's Report *Alla Jeanae Frank*

- i. Processing award nominations.
- ii. Working with Artem to determine new membership reporting plans.

J. Communications Coordinator *Andrew Smith*

- i. No updates.

K. Professional Development Report *Greg Bryant*

- i. Met with Robin to discuss the role. He has his *marching orders*.

L. National Office Updates *Lynette Smith*

- i. Women in Higher Ed Leadership
 - September 22-25, 2024 | Hotel Viata, Austin Texas
- ii. C3X 2024 Updates
 - [Conference Agenda](#)
 - [Regional Space Map & Event Details](#)
 - Saturday Board Meeting | October 26th | 4:00pm - 5:30pm EST
 - **Room Location:** Coastal 4
 - No AV - Assorted Sodas and Bottled Water on consumption
 - No food
 - All charges paid by the South region
 - Saturday Board Dinner | October 26th | TIME TBD
 - **Restaurant Locations:** There are [three onsite options](#) - [Old Hickory Steakhouse](#), [MOOR](#) (Seafood), or [Wreckers](#) (Casual Dining Sports Bar)
 - Please let Lynette know if you want her to make reservations
 - Sunday Regional Networking Reception | October 27 | 5:00pm - 6:00pm EST
 - **Room Location:** Coastal 4
 - No AV or Food - this is a 1-hour reception before the Opening Event.
 - Beer: Domestic/Imported/IPA on consumption
 - House Wines: Pinot Grigio, Sauvignon Blanc, and Cabernet Sauvignon on consumption
 - Assorted Sodas and Bottled Water on consumption
 - All charges paid by the South region
 - Monday Regional Breakfast | October 28th | 8:00am - 9:00am EST
 - **Room Location:** Desoto 1/2
 - Full Breakfast (provided by NACAS)
 - Assorted Sodas and Bottled Water on consumption (paid by the region)
 - AV will be provided in your meeting space - please prepare a PPT Presentation for this meeting with regional updates. South Region "C" awards will also be presented during the breakfast.
 - NACAS South Regional Award Winners - please send names to Lynette as soon as possible for the "C" awards order.
 - Rising Star
 - Mentor of the Year
 - Volunteer of the Year

- NACAS Summer LTM Meeting | Monday, July 29th | 3:30pm - 5:00pm EST
 - South Board Leadership is invited to participate. Please be sure this meeting is on your calendar. If not, please let Lynette know.

3. Adjourn

- A. Meeting adjourned at 12:58 pm EST
- B. Next meeting: Thursday, August 15, 2024, at 11:00 am EST