



NACAS Central
Board of Directors Meeting Minutes
Tuesday, March 9th, 2021 1:00PM (CT)/2:00PM (ET)

1. Call to Order

- a. The monthly Board of Directors of NACAS Central meeting was held on Tuesday, March 9th, 2021
- b. The meeting was called to order at 2:00 p.m.(ET) by NACAS Central President Sheila Wilson presiding and Angela Meldonian, Secretary.
- c. Members:
 - i. Members in attendance:**
 1. Carl Dieso – Conference Coordinator
 2. Gheretta Harris – Representative to National Board
 3. Anita Hicks – Business Partner Liaison
 4. Patrick Keenan – Director At-Large
 5. Rhonda Laylo – Director At-Large
 6. Angela Meldonian – Secretary
 7. Kim Rademacher – President Elect
 8. Scott Seagren – Treasurer
 9. Matt Suwalski – Past President
 10. Sheila Wilson – President
 - ii. NACAS National Office Representatives in attendance:**
 1. DJ Pepito
 - iii. Members not in attendance:**
 1. All members in attendance

2. Approval of minutes – Meeting 3/9/2021

- a. Matt Suwalski motioned to approval the meeting minutes
- b. Gheretta Harris seconded the motion to approve the meeting minutes
- c. Minutes were approved

3. Treasurer’s Report (Scott)

- a. Nothing has changes since the last time we meet
- b. Submitted the FY20 financial report to NACAS Accountant
 - i. Not a lot of activity without a conference
- c. Scott shared the FY20 Financial Report
 - i. No conference income
 - ii. A little bit of interest income
 - iii. A little bit of regional conference expenses
 1. Site visits and marketing materials
 - iv. Regional Membership Scholarships in exchanges for Regional Conference Scholarships
 1. \$2200
 - v. Foundation Contribution
 1. \$5000
 - vi. LTM – 2020
 1. Around \$6000 – typical for a given year
 - vii. Insurance Legal Fee – reoccurring expense
 - viii. Donation and Gift to outgoing president – reoccurring expense
 - ix. Expenses: approximately \$18,000
 1. Leaves us with approximately \$100,000 entering FY21

4. President's Report (Sheila)

- a. NACAS Central Institutional Membership Support
 - i. The four recent approved members have been contacted and renewed
 - 1. Membership extended thru May 2022
 - ii. Three more to review for about \$4800
- b. NACAS regional and national volunteer committee and board recruitment and retention
 - i. Harris-Stowe State University – new member!
 - 1. Virgil Pearson – interested in volunteering on board, studying for CASP, more involved, looking for a mentor
 - 2. Matt to send some names to Sheila
 - 3. Sheila to add his name to the running list of individuals interested in volunteering
 - 4. Look to reach out to those schools in close proximity of Harris-Stowe
 - a. Possibly Evelyn Shields (campus right next to each other) or Laura Stevens
- c. Confirmation of Virtual Central CX on June 17, 2021
 - i. Confirmed

5. National Office Updates (DJ)

- a. DJ will be the regional liaison from the staff side moving forward
 - i. Kelsey transitioning out of CEO
 - ii. Lillian will be stepping in as the Interim – working out those details and formal announcement to follow
- b. May 19th – Volunteer Recruitment Webinar
 - i. Help recruit and invite people to participate
- c. NACAS Benchmarking
 - i. Actively collecting data period for year 2
 - ii. Deadline is March 26th, 2021
 - iii. Asking questions related to COVID
- d. Spring Expo
 - i. Should have received an email today to promote
 - ii. Business partners opportunity to engage with NACAS and programming
 - iii. April 12th and 16th
 - iv. Expo Ed Sessions
 - v. Free!
- e. Questions:
 - i. Anita: Is there additional communication needed?
 - 1. DJ: Help spread the word through regional members
 - 2. Feel free to reach out to Kennedy
 - ii. Gheretta: Moving forward, include regional liaisons – collaborative effort

6. 2021 CX (Carl)

- a. Planning update for NACAS Central Virtual CX Conference on June 17, 2021
 - i. Schedule:
 - 1. Draft: 9:30am – 4:30pm EST
 - 2. Kim: Looking at a half day, business partner involvement is covered in April with Spring Expo
 - 3. Scott: Business Partners would welcome a second opportunity
 - 4. Matt: Sponsor Sessions – give them some time. We should reach out to them to see how they would like to connect
 - 5. Sheila: Has there been any discussion with business partners yet?
 - a. Anita: Not as of yet
 - 6. Carl: If we go with half day, 4 hours?
 - a. Sheila: 4 hours of content, and time for Business Meeting?
 - b. Carl: should it be within the 4 hour content block or an additional hour?
 - 7. Rhonda: Hesitation with half day – may miss content if something comes up or other obligations. Full day people could come and go, and add networking opportunities
 - 8. Patrick: Business Partners – need to be aware of time zones based on their locations
 - 9. Anita: are business partners shared amongst all regions or just Central?
 - a. Scott: Yes and No. Depends on which business partner it is
 - 10. Carl: dropped in 2 – 20 minute vendor sessions
 - 11. Rhonda: Does opening session include a Keynote?

- a. Carl: That needs to be determined
- 12. Sheila: Normally there is time allowed for NACAS to speak (CEO and Foundation)
- 13. Gheretta: Like idea of full idea so people can join based on time availability and interest
 - a. Stick to core of spreading education and professional development opportunities to our members
- 14. Sheila: Like the draft schedule
- 15. Carl:
 - a. 3 Ed Sessions
 - b. 2 Vendors
 - c. 1 Panel
 - d. Lengths to vary
- 16. Matt: like the schedule and format. Break hour session to two 30 minute sessions
- 17. Carl: who needs to be engaged in finalizing
- 18. Gheretta: Call for programs? Schedule could be based in sessions submitted
- 19. Sheila: Next steps – reach out to call for proposal?
- 20. Matt: need a conference committee – makes decision and brings back to consideration and final approval
- 21. Carl: time
 - a. Scott: needs to be done by 5:00pm EST
 - b. 6 hours seems to be good
 - c. Scott: combine business meeting with another session – state of association
 - d. Gheretta: plan for dialogue with national office
 - i. DJ: Search for CEO should be completed by then – not finalized timeline but a hope.
 - ii. Gheretta: has not been finalized by the national board
 - 1. Needs to be addressed at the board, that national needs to interact with regional conferences
 - e. Scott: if no CEO, maybe President, or Regional Rep
 - f. DJ: Call for programs
 - i. Question Pro Account
 - ii. Scott: who has access?
 - 1. Sheila: limited use
 - iii. Matt: National set up Call for Programs page
 - iv. Sheila: President Elect does the call for programs
 - v. Kim: National Office will not support because we are going our own path
 - 1. DJ: Will still market
 - a. But platform is on regional
 - 2. Angela: we need to establish who is responsible for the marketing
 - 3. Rhonda: is happy to help where is needed
 - 4. Angela: who is on the conference planning team? Need to determine how is on and responsibilities
 - 5. Carl: has last years
 - 6. Angela: Central is not fast moving
 - 7. Gheretta: we need to get the information out there
 - 8. Scott: let's put the committee together
 - a. Scott, Kim, Carl, Rhonda, Anita (BP liaison)
- b. CX options for 2022 and beyond
 - i. Update on postponed 2020 CX in Cincinnati, OH, block rescheduled to June 10th – 15th, 2022
 - ii. Central and East Joint CX Conference
 - 1. East has determined their hotel contract. Nothing on the books for 2022
 - 2. Three options:
 - a. **Own regional conferences for 2022 and combine for 2023**
 - b. Combined for 2022 – join our dates
 - c. Combined in 2022 – pick new neutral site
 - 3. Kim: could Cincinnati accommodate both regions?
 - 4. Gheretta: is it to far south for the East Region?
 - 5. Matt: keep our own conference in 2022, partner in 2023

6. Sheila: agrees with Matt, hopefully budgets will support more travel by 2023
7. Patrick: agrees with Sheila regarding budgets for travel in 2022 and more sense to look at 2023
- iii. Motion
 1. President Wilson called for a motion to change in future regional conference planning. Central Regional Conference for 2022 and combined Regional Conference with East for 2023.
 2. Gheretta Harris moved to approve changes
 3. Anita Hicks seconded the movement to changes
 4. Motion carried
- iv. Future Considerations
 1. East Feedback:
 - a. Pleased to get out of contract with Boston – concerned with cost
 - b. Pittsburgh is on their radar
 - c. Is there another lower cost location as an option?

7. Central Representative to National Board (Gheretta)

- a. Meet next week
- b. Nothing to report

8. Committee Reports:

- a. Awards (Kim)
 - i. Have not met
 - ii. Typically start soliciting for nominees towards end of June
 1. Take a peek at the [website](#) what is out there in regards to awards
 - iii. Scott: asked about the Mereese Ladson Scholarship
 1. DJ: Will circle back with Chip on communication
 - iv. DJ: decided to move the timeline
 - v. Scott, Kim, Sheila – have not been in communication regards to awards
 - vi. Kim: is Chip the chair still?
- b. Business Partner Advisory Group (Anita)
 - i. No updates
- c. Membership (Patrick)
 - i. Committee is reaching out to new, lapsed, and sponsored members to provide assistance
 - ii. March numbers improved compared to February
 1. Central: 120 (+8)
 2. East: 192 (+1)
 3. South: 174 (+13)
 4. West: 133 (+3)
- d. Professional Development (Rhonda)
 - i. Nothing new since last meeting
 - ii. Strong numbers and high participation in webinars
- e. Communication Services (Colin Wylie)
 - i. Colin did not provide an update

9. Other Business:

- a. No other business

10. Adjournment:

- a. President Wilson called for a motion to adjourn.
- b. Patrick Keenan moved to adjourn
- c. Scott Seagren seconded the movement to adjourn.
- d. Motion carried. 2:58 p.m. (ET)

Respectfully submitted by:
Angela Meldonian, Secretary