



NACAS Central
Board of Directors Meeting Minutes
Tuesday, May 11th, 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, May 11th, 2021
- b. The meeting was called to order at 2:02 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. Angela Meldonian – Secretary
 6. Kim Rademacher – President Elect
 7. Scott Seagren – Treasurer
 8. Matt Suwalski – Past President
 9. Sheila Wilson – President
 - ii. NACAS National Office Representatives in attendance:**
 1. DJ Pepito
 - iii. Members not in attendance:**
 1. Rhonda Laylo - Director At-Large

2. Approval of minutes – Meeting 4/13/2021

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

3. Treasurer’s Report (Scott)

- a. Annual Insurance and Accountant bill were paid
- b. Owe University Cincinnati
 - i. Will be invoiced after the event

4. President’s Report (Sheila)

- a. NACAS Nominating Committee
 - i. Met May 6th
 1. Discuss timeline, open vacancies, candidate skills
 - ii. Should have received the announcement – call out for volunteers
 1. Deadline to submit is June 25th for Board positions
 2. Deadline to submit is August 13th for Committees positions
 - iii. Meet May 24th to discuss next steps
 - iv. Matt: is the vice president open or appointment by region?
 1. Sheila: recommended by that region. Currently discussing best fit
 2. DJ: it is south’s appointment. In form it does say it has to be south’s decision
- b. NACAS Foundation representative to BOD meetings
 - i. Foundation would like to have Central representative at Central Board Meetings
 1. Agreed. Ron Portwine will attend future meetings and be an agenda item
 2. Scott: would require by law changes to be an official position
 3. Matt: call him a liaison

- c. NACAS Central Board Nominations (Matt)
 - i. Matt: no nominations have been submitted
 - 1. Difficult time to find volunteers
 - 2. Willing to have a conversation if someone is interested
 - 3. Could open back up for those that have already served
 - ii. Scott: We have shoulder tapped the At Large positions in the past
 - iii. Patrick: bottom of the agenda has names we could tap
 - 1. Matt: have not currently reached out to them but first try to tap the current Board members
 - a. Looking for person with Central Board experience first
 - b. Will reach out to those folks if needed
 - iv. Matt: have had conversations about breaking up our current schedule to 3 year term vs current 4 term schedule
 - 1. Conversation being had across regions
 - 2. Secretary would be a stand alone position
 - v. Need to reach out to check in on Rhonda
 - vi. Anita: what is involved with the secretary role?
 - 1. Scott: basically, taking meeting minutes but 4 year committed with president track
 - vii. Matt will be reaching out as needed
 - 1. DJ: aware of timeline needed for CX. Will pass on any info
 - a. Pull updated participation list
 - 2. Could draft email and Abby could send out
 - 3. Carl: CX email to go out next week
 - 4. Sheila: normally 45 days before the business meeting to let the membership know
 - a. Will need an email vote

5. National Office Updates (DJ)

- a. Campus Care Grant – deadline July 30th
- b. New staff member – Molly Caldera – Administrative Assistant
 - i. Temp appointment through October
 - ii. Help with the volume coming in for CX season and membership renewals
 - iii. General support to the staff
- c. Taxes
 - i. Regions need to file separately not as a group
 - ii. Scott signed for the region a few weeks ago
- d. Sheila: asked for updates on C3X
 - i. DJ: will launch as a hybrid option
 - 1. Will announce that there will be an in person component in Atlantic City in October
 - a. Limited in tickets
 - b. Contingent on New Jersey CDC and event regulations
 - 2. Plan is to:
 - a. Have an in-person experience
 - b. Virtual conference
 - c. Somedays overlapped to make it a hybrid experience
 - d. Energy going into starting to plan the in person experience will look like to make valuable, education and appealing for members to come
 - ii. Scott: same dates and time frame
 - 1. DJ: keeping to week days within that time frame
 - iii. Patrick: will there be different price structure for in person vs virtual?
 - 1. DJ: proposed registration structure to some board members on Friday
 - a. In person looking at \$600 range
 - b. Virtual Component
 - i. Group Rate will be offered
 - iv. Scott: is there an in-person expo hall for BP?
 - 1. DJ: yes, this a big challenge. Hard to anticipate how people will be in person so BP's will want to attend and not over price
 - v. Patrick:
 - 1. Discussion on campus about travel
 - a. Two factors:
 - i. Budget – won't know to we have better handle on enrollment

- ii. Post Covid factors
 - 2. DJ: asking this of regional boards
 - a. Share highlights of campus decisions from campus leadership to help anticipate numbers
 - b. More intentional outreach to those that can drive in
 - c. Gheretta: who do we give that info to?
 - i. DJ: email to DJ or campus link or PR announcement
- vi. Matt: what was feedback from BP's from C3X?
 - 1. Very vague
 - a. Marketing budgets will be decreased because they didn't see a lot of value. Looking forward to in person events

6. Central CX

- a. 2021 Central Virtual CX scheduled June 17th (Carl, Anita, Rhonda, Kim, and Scott)
 - i. Carl: [Website](#) active and email scheduled to go out
 - 1. Two more announcements scheduled to go out
 - ii. Kim: Call for Programs
 - 1. Encourage to submit proposal or tap a friend
 - 2. Haven't set schedule in stone so we can pivot if needed
 - 3. Working on agenda for Business Meeting
 - 4. Gheretta: suggestion to have a plan B
 - a. More roundtables/listen sessions and Board facilitate sessions
 - 5. Matt: happy to help where needed
 - 6. Angela: willing to shoulder tap for a session on self care
 - 7. Matt: add to website to promote it is free
 - 8. Scott: round table discussion on returning back to work
 - 9. Matt: could reach out to retirees
 - a. Gheretta: make sure the information is relevant
 - 10. Gheretta: round table on things that we have incorporated due to the pandemic that we are going to move forward
 - 11. Carl: is there a set amount that other regions are charging for sponsorships?
 - a. Each region set their own price for sponsorships
 - b. BP Registrations are the same across the regions
 - i. Central: BP registrations are free
 - 12. DJ: other regions have reached out to BP for educational sessions
 - a. Other regions are looking at a back up plan more entertainment based
 - 13. Carl: Encourage donations to the foundation
- b. Future CX Updates (Carl)
 - i. 2022 Central CX in Cincinnati, OH, block rescheduled on June 10-15, 2022
 - 1. Meeting set up at end of month with hotel
 - ii. 2023 Central and East Joint CX
 - 1. Follow up at end of summer

7. Central Representative to National Board (Gheretta)

- a. Special meeting today
- b. CEO Search
 - i. Themes and information has been gathered from information sessions
 - ii. Position has been drafted and finalized
 - 1. Go up in the next week, two at the most
 - iii. Created a [landing page](#)
 - iv. Finalizing the salary
 - v. Interviews
 - 1. First round before end of June
 - 2. Second round in July
 - vi. Goal to announce by C3X
 - vii. Sheila: did we hire a search firm?
 - 1. Gheretta: in house, executive search committee
 - a. Concerned for using a firm during difficult budget times

8. Committee Reports:

- a. Awards (Kim)

- i. Met yesterday
- ii. Live on [website](#)
- iii. Nominations are due by July 8th
- iv. Regional Awards
 - 1. Rising Star and Volunteer of the Year
 - a. Looking to solicit nominations
 - b. Will need to be an email vote
- b. Business Partner Advisory Group (Anita)
 - i. Reaching out to BP's with general information for CX Central Conference
 - ii. Have a plan and moving forward
 - iii. Hopefully we get a lot (or some) money
- c. Membership (Patrick)
 - i. Individuals are continuing with outreach to institutions to lapsed or new members
 - ii. Focus outreach to institutions in Mexico
 - 1. June 30 – round table – all are encouraged to participate
 - a. Looking for Board members to participate so there is some leadership
 - iii. Numbers (compared to last month)
 - 1. Central: 121 (-3)
 - 2. East: 203 (+2)
 - 3. South: 176 (+3)
 - 4. West: 136 (0)
- d. Professional Development (Rhonda)
 - i. No updates
- e. Communication Services (Colin Wylie)
 - i. No updates

9. Other Business:

- a. DJ: May 19th – volunteer recruitment webinar
- b. Carl: appreciation to Abby for her help!

10. Adjournment:

- a. President Wilson called for a motion to adjourn.
- b. Carl Dieso moved to adjourn
- c. Patrick Keenan seconded the movement to adjourn.
- d. Motion carried. 3:02 p.m. (ET)

Respectfully submitted by:

Angela Meldonian, Secretary