



Minutes Executive Board Meeting

April 19, 2019
Conference Call

The board convened at 11:01 a.m. Central

Present: Denise Lujan, Patrick Saxon, Meredith Sides, Carol Mueller, Annette Cook

Guests: None

Absent: Wes Anthony

Discussion Items:

1. Review of Minutes (Board)

Motion to approve the amended minutes from March 9, 2019

First: Carol Mueller

Second: Patrick Saxon

Motion passed 4-0

2. President's Report (Denise Lujan)

- Update about Programs of Promise. We will hopefully be sending out this information to the membership in the next newsletter. We need to tell the membership about the new Programs of Promise award so that everyone is aware about it before a winner is chosen. In the June newsletter, we can then showcase the first winner. Patrick will be talking to the Awards Committee about running these applications through them. Denise will be sending Meredith some of the information about it for the May President's Letter so she can explain both Programs of Promise and Practitioner to Practitioner. We can also put in an announcement to request articles for the Practitioner to Practitioner. During the May meeting, the board will be reviewing the current awards that NOSS offers to make any recommendations for archiving any awards that might not be relevant anymore.
- Accreditation Commission update — Denise told Linda that NOSS was no longer going to accredit and will focus more on the guides and writing articles four times a year for Practitioner to Practitioner. One particular question that everyone has is what to do about the H&H Publishing contract. If the AC comes up with another version of the Guides that has a different focus, perhaps we can call it something else and maintain our rights to publish. Denise needs to formally reach out to H&H and let them know that we are no longer going to

be offering the guides and how that affects our contract. Then Denise will talk to the AC to focus on the self-evaluation part of the previous guides.

- Rochelle Hardin from Illinois says that Illinois is passing a new legislative bill. She has requested our assistance to provide information to the legislature. Denise and Jenn Hulehan may decide to work on a letter with best practices that can be shared with people who request this type of help. Discussion about taking a “personal approach” to this situation and focused on this particular situation rather than a broader approach.
- CLADEA and reciprocal leaders — Denise wants to send a letter to the leaders of the other organizations telling them about our name change and our goals, etc. She will work on it in the next few weeks. Discussion about CLADEA and reciprocals should also be an agenda item for our face to face meeting in May.
- Discussion about the JDE contract. The last vote we had about this issue had us moving forward with a contract that had the changes we requested. We have come to an impasse with our negotiations with the JDE despite our continued efforts to come to a mutually-agreeable contract.

Motion to move forward with the contract with the caveat that it is a one-year contract.

First: Carol Mueller

Second: Denise Lujan

Discussion

Motion fails 1-2

Motion that NOSS pays for the June 2019 issue of the JDE since it is already in process.

First: Denise Lujan

Second: Meredith Sides

Motion passes 2-0-1

3. President Elect’s Report (Patrick Saxon)

- No report

4. Vice-President’s Report (Wes Anthony)

- No report

5. Treasurer’s Report (Carol Mueller)

- Carol has made one payment to the Marriott and is going to do the second payment soon.

6. Secretary’s Report (Meredith Sides)

- Meredith hopes to complete the information for the bylaws vote on Monday and then send to Annette for formatting in the voting software.

7. Conference Manager's/Executive Assistant's Report (Annette Cook)

- Russ Hodges and Taylor Acee asked to postpone their webinar until June. Another webinar and McCabe are also in June so Annette is going to see if that will work. We are okay with Deb handling some of the reaching out to speakers.
- Incorporation status — all of our paperwork is done in Illinois. The process has begun to move that corporation from Illinois to Alabama. Things are moving along well and may even be done next month.
- McCabe conference — three proposals submitted so far and two registrants so far, all of which are more than last year at this same time in the process. Denise and Annette will be attending this event. To advertise the new NOSS name, Annette suggested that we order bags to be used at McCabe and the NOSS 2020 conference. She will send the board the options so we can give feedback.
- Rebranding — The chapter toolkit has been sent out to chapters. The team will be making recommendations to the board about the mission/vision statements and if they need to be updated. Discussion about offering chapters to have a website that is connected to the NOSS website if they need one and charge a nominal fee.
- Las Vegas — Annette should receive a draft contract for the 2021 conference in Las Vegas next week.
- 2020 conference speakers — we need to get the keynote speakers nailed down. The 2020 site team strongly recommended the keynote speaker options that were sent to the board. Meredith was granted permission to go forward with reaching out to these speakers.
- A new idea for the study tour at NOSS 2020 was shared...a tour of the local HBCUs (there are several in the Nashville area).
- The budget for 2020 is almost done. A 33.25% factor was also included in the budget. WiFi is at half price in the contract. Discussion about carpet in the exhibit hall (cost can run from \$5000 to \$20000). The conference team was fine with no carpet; if exhibitors want carpet, they can purchase it themselves as an add-on. The board is supportive of this decision.
- The option instead of Paypal worked well, so we are moving to that. We can choose which credit cards we accept: Visa and MasterCard are 2.9% + \$0.30 per transaction, but with Discover and American Express, they are 2.95% +\$0.30 transaction. We will start with just Visa and MasterCard.
- The 2019 conference final numbers will be shared again via Google Drive. We were at 90% of hotel nights booked, which means we didn't have to pay attrition. 672 attendees plus 44 exhibitors. We did make a profit on the conference, but we are not sure how much at this time.

Motion to adjourn.

First: Denise Lujan

Second: Patrick Saxon

Motion passed 4-0

Meeting adjourned 12:31 p.m. Central