



NATIONAL ORGANIZATION FOR STUDENT SUCCESS

Executive Board Meeting Minutes

February 10th, 2022

Executive Board Virtual Zoom Meeting

The Board convened at **3:00 pm**. Eastern

Present: Denise Lujan, Meredith Sides, John Craig, Mary Monroe-Ellis, Glynis Mullins, and Annette Cook

Guests: Leanna Hall

Absent:

1. Review of Minutes (Board)

Motion to approve the minutes from the December 10-11, 2021 **In-person meeting.**

First: Annette

Second: John

Discussion:

Motion passed: 6-0

Motion to approve the minutes from the January 18th, 2022 Zoom call.

First: Meredith

Second: John

Discussion:

Motion passed: 6-0

2. President's Report (Denise Lujan)

- Annual Report Update: Final draft will be available within the upcoming weeks.
- Discussion to include a type of memorial recognition at the conference. Suggestion to include acknowledgment on the PPT during the conference. Denise would appreciate an opportunity to pay tribute to Linda Thompson during the conference.
- Discussion about including some verbiage when sending the annual report to encourage members to submit any items for the Board before the business meeting during conference week. Suggestion to include in the email that all submissions be sent to Glynis by a specific date. Return date needed by next board meeting.
- Update on Kuwait Symposium – Kelle Hutchinson updated the Board on travel arrangements and the Symposium agenda. Annette will inquire about a template for NOSS PowerPoint presentations to use the same background for consistency.

3. President Elect's Report (Meredith Sides)

- Outstanding Network award – Provided an overview of the activity of each network and asked the Board for insight. The outstanding network award will allow the networks of choice to be recognized and honored at the conference, including taking a picture.
- Propose to recognize two outstanding networks. The Board agrees and is excited to celebrate the networks.
- President Elect Transition Period: Meredith will begin copying Glynis on all emails to the network chairs. It is transition time! Any meetings during the conference will include Glynis to help with the transition.

4. Vice President's Report (Mary Monroe-Ellis)

- Chapters donating to hospitality suite- Total of 5 chapters: AL (\$500), GA (\$200), Iowa (\$100), Pa (\$200), NC (\$200)
- Website taskforce update – Document shared & reviewed by the Board. Discussion of edits to the document. The NOSS leaders' approval of the suggested items from the task force will occur during the conference's leadership congress.
- Recognition of the Website and Bylaws taskforce - Denise will send a thank you email to each task force member. Mary ME will email Denise the list of the committee members. Recognition of taskforce members and acknowledgment during leadership congress.

5. Secretary's Report (Glynis Mullins)

- Secretary Transition Period- Glynis will contact Lenna Hall in the upcoming week to discuss the transition.

6. Treasurer's Report (John Craig)

- Treasurer's report: Monthly update provided to the Board.
- Current Balance: \$465,336.34

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

- Executive Assistant
 - a. Membership and Google stats reviewed by the Board.
 - b. Officer duties file reviewed by the Board. Suggestion to update accordingly.
 - c. Leadership Congress – Review of items needed with the Board's approval.
 - i. Peach colored paper in quarters - YES
 - ii. Sticky note pads-NO
 - iii. Large post it for wall and markers- NO
 - iv. Order clear masks- SOME

- Conference Manager
 - a. Registration update: 244 registered, 64 Math Summit, 9 exhibitors -1 local
 - b. Hotel Reservations status
 - i. 51% as of Monday
 - ii. Cut-off for our rate extended to March 3rd
 - iii. No reply on request for lowering room block
 - c. Discussion about a one-day virtual option.
 - i. Live Stream Friday's sessions in the ballroom.
 - ii. Reg price = \$150
 - d. COVID testing to Safety Protocols and nearest hospital information updated.
 - e. Discussion about Exhibit Hall changes
 - i. No pipe and drape to save money
 - ii. Only getting signage and poster boards from the exhibiting company
 - iii. Having NOSSpitality suite in there for casual meetings but food only during scheduled breaks (30 minutes in morning and 30 minutes in afternoon)
 - iv. Need one "national" gift card brought by each board member for Exhibit Hall prizes
 - f. Update on the award reception – Denise and Meredith alternate reading with Tammy handing plaques. The 2021 award winners are invited to attend this year.

Next meeting: March 3rd @ 4 pm Eastern
Meeting adjourned at 4:20 pm Eastern