



NATIONAL ORGANIZATION FOR STUDENT SUCCESS

Minutes Executive Board Meeting

January 8, 2021

Executive Board Conference Call

The Board convened at 2:00 pm Eastern

Present: Denise Lujan, Meredith Sides, Dan Nelson, Glynis Mullins, Carol Mueller, and Annette Cook

Guests:

Absent:

1. Review of Minutes (Board)

Motion to approve the minutes from the December 1, 2020, virtual Zoom meeting

First: Dan

Second: Carol

Discussion:

Motion passed 6-0

Motion to approve the minutes from the December 4, 2020, virtual Zoom meeting

First: Meredith

Second: Annette

Discussion:

Motion passed 6-0

2. President's Report (Denise Lujan)

- Discussion about setting a date and time for the interviews for the treasurer position. Board reviewed and finalized the interview questions. The Treasurer interviews are set for January 22, 2021, at 11:00 am Eastern.
- Discussion about the development of survey questions to collect vital information regarding the annual conference scheduled for June, 2021. Survey questions are finalized, and a mass email will go out to the members in the upcoming week.
- Discussion about focusing on one of the many aspects of the NOSS strategic plan. This upcoming year (2021) focuses on the organizational structure of the state chapters affiliated with NOSS. Discussion to identify this task as a project. More dialog about this project's focus is the alignment, design, and cohesion of the chapters with the national organization (NOSS).

3. President Elect's Report (Meredith Sides)

- Update provided to the Board on the Membership Task Force. The Membership Task Force is moving forward with the first project. They are doing a fantastic job so far!

4. Vice President's Report (Dan Nelson)

- Chapter activity reports update provided to the Board.
 - Ten received to date.
 - Most common requests: help with increasing membership and help with managing virtual conferences.
 - To date, four chapters seem to maintain old names.
- Constant reminders to the chapter are ongoing.

5. Secretary's Report (Glynis Mullins)

- Reviewed the Strategic Plan Document for approval to include on December 4th minutes.
- Approval of December 4, 2020, minutes via email.

6. Treasurer's Report (Carol Mueller)

- Treasurer report: Six months into the fiscal year, and already have a loss.
- Current Balance: \$320,042.82

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

- Executive Assistant
 - Membership and Google stats reviewed by the Board.
 - The Board members are encouraged to continue updating the officer duties file.
 - A reminder the due date for CLADEA is 1/15/20. Needs Attention!!!
 - J-CASP ad payment is due by 1/15/20 for the next issues. \$300 for three ads; the last issue is at the end of June.

Motion to pay J-CASP \$300 for three ads to run in the next three issues.

First: Denise

Second: Dan

Discussion:

Motion passed 5-1-0

- Chapter request for NOSS office to accept chapter membership dues online. Put on hold until the next meeting.
- Programs of Promise applications:
 - i. Five applications on file! Awesome!!!
 - ii. The Board will review the applications at the next meeting.
 - iii. The plan is to highlight the programs in the newsletter.
 - iv. The Program of Promise application will go directly to the NOSS office to eliminate any confusion with nominations for awards.

- Conference Manager
 - The Board reviews the theme suggestions from the Georgia chapter for the 2022 conference. The Georgia chapter has requested help with making a final decision.
 - Suggestion to reach out for help by contacting a few members who might have some experience coming up with a creative theme for 2022.

Next meeting: February 5, 2021

Meeting adjourned at 3:59 pm Eastern