



Minutes Executive Board Meeting

July 2, 2020

Executive Board Conference Call

The board convened at 2:00 p.m. 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 June 18th virtual Zoom meeting

First: Annette

Second: Carol

Discussion:

Motion passed 6-0

2. President's Report (Denise Lujan)

- Discussion about the NOSS Vault's goals and objectives which includes maintaining the history of NOSS and providing information for the website.
- Reviewed and discussed with the board the email from Jane A. Neuburger regarding a proposal for NYCLSA (NOSS Chapter) to explore ways to increase membership.
- Discussed Annette's Contracted Service Agreement as conference manager.

Motion to accept Annette's signed contracted service agreement for the position of conference manager

First: Denise

Second: Dan

Discussion: 3-year contract: July 1st, 2020 – June 30th, 2023

Motion passed 6-0

3. President Elect's Report (Meredith Sides)

- Reviewed and discussed the results of the Professional Development survey.
 - a. Webinars were highly rated as a major request from members of NOSS.
 - b. Request to highlight networks information and provide direct communication regarding signing up for networks to the members.

- c. Hottest topics- Equity and Teaching Online
- Discussion about finalizing the new PPH by requesting the board to review and send edits with hopes that the finalized product will be completed in the near future.

4. Vice President's Report (Dan Nelson)

- Arizona Chapter submitted an article for the newsletter
- Discussion about Cengage's invitation for NOSS representation at the end of July. Dan will send email correspondence to Cengage.
- Discussion about developing a toolkit for chapters to enhance opportunities to promote and recruit new members by displaying quick highlights the benefits NOSS can offer towards professional and personal growth.

5. Secretary's Report (Glynis Mullins)

- No Report

6. Treasurer's Report (Carol Mueller)

- Account balance: \$338,186.21

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

- Executive Assistant
 - Website Update - Discussion on the time limit on articles, etc.; when should articles move to archived?
 - Bylaws vote -- 321 votes: 286 yes and 35 no
 - Tutor.com Update- Discussion to host webinars in July, August, and September to allow a variety of opportunities for members to attend. The webinar in August will be on "Equity – and how tutoring can level the playing field"
 - Adding Zoom webinars: Discussion with board members.
 - i. 100 people: \$40/month or \$33.33/month if we pay annually
 - ii. 500 people: \$140/month or \$116.67/month if we pay annually
- Conference Manager
 - Discussion about updated information on the Conference Planning Manual
 - Update on 2021 and upcoming site visit – Discussion about the possibility of hosting a virtual conference, hybrid model or a summer conference. The Vegas site visit is 3-weeks from today.
 - Math Summit schedule is complete! Awesome!
 - Hand sanitizer update- Discussion about spotty availability so the board would need to make a decision to order now. Order 1000, 2 oz. for \$1.69 each.

Motion to order 1000-2 oz. bottles of hand sanitizer with NOSS logo.

First: Annette

Second: Carol

Discussion:

Motion passed 6-0

Meeting adjourned at 3:35 p.m. Eastern