



NATIONAL ORGANIZATION FOR STUDENT SUCCESS

Minutes Executive Board Meeting

May 14th, 2021

Executive Board Conference Call

The board convened at **2:00 p.m.** Eastern

Present: Meredith Sides, Dan Nelson, Glynis Mullins, Carol Mueller, Annette Cook, Mary Monroe-Ellis, and John Craig

Guests:

Absent: Denise Lujan

1. Review of Minutes (Board)

Motion to approve the minutes from the April 15th virtual Zoom meeting

First: Annette

Second: John

Discussion:

Motion passed 5-0

2. President's Report (Denise Lujan)

- Absent

3. President Elect's Report (Meredith Sides)

- Membership Task Force Update: Kudos to the team! The membership task force is doing an awesome job!
- Network Update: Discussion about increasing correspondence with the networks especially if there hasn't been any correspondence within a particular time frame. It is important to make sure all email correspondence is updated.
- Discussion about providing some sort of acknowledgement for years of service. The board agreed to provide a certificate to Julia. A thank you card/letter has been sent already.

Vice President's Report (Dan Nelson, Mary Monroe-Ellis)

- The chapter activities report update provided to the board. Annette and Dan will provide updated information to Mary while she transitions into the role of Vice President.
- Discussion about giving chapters accurate information if they are having difficulty with any processes such as name change. Update on the number of Spring and Fall

conferences. There were 4 chapters to hold a Spring conference. A few others have stated they will host a Fall conference with the possibility of an in-person meeting.

- Discussion about the importance of providing resources and the help of the board if the chapter is trying to get started, or increase members, or name change, etc. Suggestion to the board is to have the December board meeting at a site where the board can provide support and help to a chapter in need.

4. Secretary's Report (Glynis Mullins)

- Discussion about using the reporting tool in Mailchimp to identify what members are clicking on when receiving the newsletter. Possibly using the information to make some informed decisions about what or if any changes should be made to the newsletter and gain some insight on what items are most important to the NOSS members.

5. Treasurer's Report (Carol Mueller, John Craig)

- Treasurer's report is reviewed by the board. No discussion required.
- Current Balance: \$360,706.24

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

- Executive Assistant
 - Membership and Google stats update
 - Officer duties file – The board is encouraged to keep updating the file.
 - Discussion about providing waivers for the Membership Task Force Chair.

Motion to give the Membership Task Force Chair a conference fee waiver

First: Meredith

Second: Mary

Discussion:

Motion passed 5-0

- Discussion about invited panelist are required to register for the conference. Suggestion to remind members of the criteria stated on the call for presentation form.
- Discussion about a proposal to delete the chapter grant for president and give a fee waiver instead.

Motion to delete the chapter grant for president and give a fee waiver

First: Annette

Second: Mary

Discussion:

Motion passed 5-0

- E-newsletter shared with the board for review.

- Conference Manager
 - 2021 Conference Update: 208 registered for the conference. 104 registered for the Math Summit. Sponsorship slots are no longer available.
 - Leadership Congress proposed schedule discussed along with the individual Zoom links. The Leadership Congress will take place on Wednesday, June 16th.
 - i. 1:00-2:30 Leadership presentation and activity (Denise presiding)
 - ii. 2:30-3:00 Office Items: Membership requirements, website, meeting dates (Annette) Canva/Mailchimp & Newsletter (Glynis)
 - iii. 3:00-4:00 Chapter information session --reports, grants, insurance, newsletter (Dan & Carol)
 - iv. Network Information session - reports, newsletter, sharing (Meredith)
 - Conference Chapter meeting schedule and will be posted on the website.
 - Network meeting schedule will be finalized and posted on the website.
 - Discussion about 2022 Conference ads. Suggestions are welcomed.
 - Discussion about looping the slideshow for the conference. Discussion about the kind of changes required for a virtual conference.
 - Discussion about the Fun items and activities during the conference. Members will have a chance to answer NOSS Trivia questions to win a free t-shirt (first to email the correct answer to the NOSS wins); all answers can be found on the NOSS website. A great way to get attendees engaged with the NOSS website. The board is very excited!

Next meeting: June 3rd at 2 pm Eastern
Meeting adjourned at 3:02 p.m. Eastern