

NASSCED Board Meeting February 8-9, 2003

1. The meeting was called to order by President Patti Ireland at 9:10am. Bud Weiser was not in attendance. The agenda was reviewed.

2. The minutes from the December NASSCED meeting were approved as read.

3. Financial Report: Les Anderson

3-1 Les reviewed the financial statement with an account balance of \$28,885.90. He then showed the disbursement of cash since July 1. There was a major discussion about various expenses especially the AV expenses for the December meeting. Depending on the hotel site, there is a need to talk to the host about how the contract is written for these expenses or if these charges could be eliminated by bringing them in. On a motion by Karen and seconded by Kelly, the financial report was passed.

3-2 Membership report- Les reported that we have 75 paid members and then the various other categories of honorary, ex-officio, retired and those we communicate with were explained. Lana Mito from Hawaii is a retiring executive director. The following states still have no ex. : Maine, Hawaii, Arizona, Virginia.

3-3 Membership Dues and Proposed Budget for 2003-2004

The current dues are \$50.00 Les proposed a budget, and there was discussion on necessary expenses and other expenses of this budget. We decided to delay the passage of the budget till later in the meeting. The motion by Les and seconded by Colby was to maintain the current dues at \$50.00, and the motion passed.

4. Review of NASSCED meeting

4.1 Evaluation of 2002 Mid Winter meeting: Karen Ruder

Karen gave us an evaluation from the 47 directors who submitted evaluations. Some items noted were great workshops and would like more round tables. All ideas will be taken into account when the planning for San Antonio is done. There was a major discussion about the training for new executive directors and how to improve the orientation program.

4.2 NASSCED meeting site for 2005/DC

Colby moved to propose to the membership in June that our meeting come to Reston in 2005 and then return to the rotation in the west in 2006. A second was by Karen, and the motion carried.

Hotels bids and program suggestions will be reviewed for the June meeting. More discussion was about the timing of the meeting including looking at a Friday-Saturday time for NASSCED and Saturday–Monday for NAWD. Various points were brought up including the hotel costs on a weekend vs. week days, the amount of school days missed by executive directors, and the amount of activities on a Friday vs. a Monday. Patti will call Genel and John Namey from Ohio for 2004 to discuss this issue. This would not affect the 2003 conference in anyway. We will present costs for a Thursday-Friday scenario vs. a Friday-Saturday scenario in June.

4.3 NASSCED meeting at NASC 2003, Buffalo, New York

Our meeting time is scheduled for Sunday following the roundtables at 3:50-5:15 at the hotel. The following are agenda items:

- DC Proposal for 2005
- change in meeting days of the week
- scholarship/ president's training
- recognition of new directors and veterans
- NASC information: Donna and Rocco

All board members will bring items for goodie bags for new executive directors that are from our regions. Personalize them and add a note.

Executive Directors will be sent a reminder before the June and December meetings to wear their NASSCED shirt on the first day.

5. 2003 Mid-winter meeting in San Antonio, Dec.4-5

5.2 Arrangements

There was a discussion about the dinner suggestions for Thursday evening being a guitar/barbecue kind of place, but in-doors with cowboy music, line dancing and that western flair as demonstrated by the hosts in their presentation in CA. Patti will contact Eddie about this, and a second suggestion would be a site close to the hotel that would be \$50 inclusive and something that would be special. For both there needs to be a 3 choice menu available.

Eddie's question on a pre-NAWD trip to Gruene and New Braunfels on Thursday night was received, but executive directors would like to attend this also, so plan it at a

different time---Friday or Saturday nights, but not in competition with our Thursday evening dinner/activity. There should be some unplanned suggestions for early arriving folks to take advantage of, but not an organized effort. Also, luncheon should be around \$25 inclusive.

5.3 Schedule and Program Content

Sample schedule for Thursday

- 8:00-11:00 for executive board meeting
- 11:00: lunch
- 12:15: Registration at region tables with informal discussions and introductions (soft drinks & cookies to be available during the meeting)
- 12:30 -2:30: Introductions and mixer, business meeting
- 2:30-2:45: break
- 2:45-3:45: first workshop
- 3:45-4:00: break
- 4:00-5:00: region meetings

Sample schedule for Friday

- Breakfast on own
- 8:00-8:30: executive board meeting
- 8:30-10:00: board business meeting
- 10:00-10:15 break
- 10:15-11:15: second workshop
- 11:30-1:00: Lunch
- 1:00-2:30: Round tables

Possible topics for workshops: Susan Fortin to do Leadership Workshop Ideas, Jim Finnemeyer to do Marketing Strategies

Round tables: need four 15 minute discussions to be facilitated with the following topics and presenters:

Use of Themes at workshops: Phil Gugliuzza

Hands on Community Service: Mary McFarland/Clem Dugan

Large Group Activities for conferences and workshops: Colby Cochran

Speakers/Resources: Kathy Coll

Patti will contact all above presenters.

6. Shirts: The board decided on a Willow Point short sleeve polo that is navy blue with red and white trim. The state president shirts will be red polo to compliment our shirt. Karen will send out information to all executive directors to get sizes of directors and presidents and take care of the order.

7. NASC Board Report: Patti Ireland

A. Concerns about student travel group---Patti reported that a compromise was reached and all exhibitors may not share delegate information gathered at the conference with subsidiaries, and the exhibitor can only send out mailings that relate to specific programs and products approved in advance. Violators will be prohibited from exhibiting at NASC sponsored events. Rocco shared a draft that defines acceptable travel promotions at student conference expositions that goes in every travel contract. Donna than provided the actual language that will go in all contracts for exhibitors which contains the above language.

B. NASSCED is in the process of compiling a consumer alert list based on "horror stories" submitted by executive directors, and the board gave some suggestions.

C. Patti related the concern about the many national initiatives that executive directors are being asked to promote or coordinate at the expense of time needed for state association business.

D. A discussion on the NASC Service Projects led to the following recommendations:

- change the focus to include all areas of student council projects;
- at the national conference put up a display including all of the winning entries with contact information that delegates could get;
- do a 3-5 minute video presentation on the winners at a general session; provide ribbons for delegates from schools with winning entries to wear that announces that they are "good resources" if you are looking for a new project idea.

Donna than shared the 2003 Outstanding Project Application that will be sent out only to schools that are attending the conference with their acceptance letters.

E. The national winners and regional winners of the middle level awards will be announced from the stage but not recognized at the NASC conference. They will be recognized at the state level and receive a complimentary registration to NASC conference.

F. Collinsville HS in Collinsville, Illinois, was selected as the site of the 2005 NASC Conference with Gary Clark as advisor.

G. There was discussion about the 2004 International Conference in Edmonton, Alberta, Canada in August 3-7. The registration fee will be \$350 and more information is available from Donna Montich at montich@erols.com. Applications and all pre-trip information will be available by the end of February and information will be sent to Executive Directors. Please help advertise this with your states. Selection for the conference will be made at the NASC conference by the ISRC Steering Committee. The number of delegates is limited.

H. Patti explained the need of state presidents for a more extensive workshop/business session at the NASC conference. Also, many state presidents feel the need for additional opportunities for idea sharing and gathering, collegiality, mentoring and networking. Rocco shared a possible project idea from a school in Tenn. that received three of the steel beams from NYC and created a memorial for 911. This school would like every state to create a 911 memorial in conjunction with the governor's office. This might be a project for students to undertake.

Further discussion went on of how Donna has sent out information for curricular ideas for training that should be included for the state presidents in the 2003 conference. Executive directors, please respond to this memo by the February 28 deadline.

There are some regions that bring in state officers in the region for additional training. There is a need to see what other regions are doing to handle regional training for all state officers and how it could be done on a more consistent basis . Suggestions would be a Sat-Sun format for training or LEAD conference format where the program would be time spent on state president/executive director issues/training.

Roger made a motion to budget \$3200 in the State President training by region category 530 . There was a second by Karen on this. The motion carried. The money would need to be requested by a NASSCED Board member and the training and meeting will be initiated by the NASC student and adult member in collaboration with the NASSCED Board member.

8. NASC Report: Rocco Marano

Rocco reviewed the work of the conference focus group that came in and reviewed NASC Conference programs last year and ranked program and other items: A necessary, B nice if there is money and C not necessary. There was also a proposal of putting a cap on the amount of money that a host can raise. This group felt that a conference focus group could better determine that.

Rocco than shared current membership figures: 17,943 members and it is down from last year. That is not a major issue because we met the financial concerns for the year. He then shared NASC statistics by states with senior high and middle level breakout of schools.

Student Leadership Network is still alive and well in Illinois and again a caution to schools not to register with them. The state attorney general needs to address this group based on the complaints.

New directors at Camp Cheley are Maris Aldrich and John Namey.

The New York location is at Union College in Schenectady with Anne Postewaite and Karen Dawson as directors. Lake Tahoe will be with Rodney Lord and Jane Sutberg

There was a sharing of the NASC Executive Board Diversity statement of purpose and action steps. A major discussion continued about the selection process from the state level to national level on the NASC board positions. Many people shared their state and region procedures and there are lots of differences in the process and this is an area that needs more research.

Rocco presented a letter of interest from ATT Wireless about becoming a sponsor for NASC and a fundraising source for schools. A formal proposal will be presented by the end of February for NASC consideration.

9. NASSCED Board Responsibilities

9-1 Mentor program-Karen will plan the mixer activity for the next meetings; Karen also suggested that personal welcome notes come from this board and will review a better procedure for introducing new folks.

9-2 Web site-Les is keeping the site updated and informative.

9-3 Handbook-Kelly will be checking with new executive directors to make sure that handbooks were passed on or to obtain new ones.

9-4 Scholarship-Kathy said that a letter will be sent to all state executive directors who are receiving scholarships by the end of February as a reminder to use them and what the process is for claiming them.. Please make sure that rotation information is being followed in your regions and correct information is given to Kathy.

9-5 Awards and Recognition-Colby shared the guidelines for honorary membership and asked for some clarification on a few points.

Change #1 to "A letter of interest should be written to the President of NASSCED."

Add to #2 the following timeline for Board and membership consideration: "The board of Directors will act on recommendations at these times:

- a) February Board Meeting (to be presented to the membership in June)
- b) June Board Meeting (to be presented to membership in June or December)
- c) December Board Meeting (to be presented to the membership in December.)"

Under section 3A change to "The person will have been an active member of NASSCED for a minimum of five years."

Change #5 to "The NASSCED President will notify newly inducted honorary members in writing of the action of the Association, secure their current contact information, and ask if they wish to receive notification of Association activities via email and of US mail."

Add #6 "A list of individuals who have been approved as honorary members is included in the NASSCED handbook."

Add #7-"A tangible recognition will be an honorary membership card that will be mailed to honorary members at time of recognition."

All changes were made into a motion by Colby and seconded by Karen, and the motion carried.

Colby then presented the Longevity Award Proposal

"For individuals who are active members of NASSCED, the Association will recognize longevity for service to their state association. The recognition will occur during the NASC National Conference. The form of the recognition will be as follows:

- a.) printed in the NASC conference program
- b.) The tangible recognition to be determined by the NASSCED Board will be presented at a luncheon for all advisers attending the conference.

The initial recognitions in June 2003 will be as follows:

a.) Members who have completed 15 years through 24 years of service as of June 2003. The tangible recognition will be an award not to exceed \$50.

b.) Members who will have completed 25 or more years of service as of June 2003. The tangible recognition will be an award not to exceed \$100.

In subsequent years, recognition will be as follows:

a.) Members who have completed 15 years of service as of June 200x

b.) Members who have completed 25 years of service as of June 200x

The Board of Directors shall review the longevity of members annually and shall adjust the 15/25 year benchmarks as needed should the overall longevity of the membership decline.

A motion was made by Hugh and seconded by Kathy to accept the Longevity Award proposal, and the motion carried.

Colby then reported that the retiring executive director's award is currently the Leadership Gnome. A motion was made by Hugh to purchase 12 gnomes for this award. The motion was seconded by Colby; it passed.

Under Guidelines for Awards and recognition

Add to 3A: "A certificate will be given for a service of 1-9 years and a service award will be given for 10 years or longer;"

Colby made the motion, and Kathy seconded. Motion passed

TC. Hardesty was nominated for honorary membership by Hugh and seconded by Kelly; it passed. The general membership will review in June.

9.6 Evaluations-Karen evaluated the effectiveness of this meeting with the group.

10. Other Agenda Items

10.1 Student Leadership Standards Hugh reported they are being finalized in February and will be available for review at the June meeting.

10.2 Consumer Survey: Kathy shared the contents of the survey that will be sent to all executive directors for their input this month. This information will then be compiled and shared with the membership in June.

10.3 Budget On a motion by Hugh and seconded by Colby the budget passed as modified.

The meeting was adjourned at 4:50pm.

Respectfully submitted,
Kathy Coll
NASSCED Secretary