

# **NASSCED Mid-Winter Board Meeting**

## **Chaparral Suites - Scottsdale, Arizona**

### **February 22, 2014**

#### **I. Welcome and Remarks**

President Michelle McGrath called the meeting to order at 9:00 a.m. Board Members Present: Paul Branagan, Region 1; Lou Miller, Region 2; Michelle McGrath, Region 4; Dan Dodge, Region 6; Charisse Hilton, Region 7; Mike Roland, Region 8; Les Anderson, Treasurer. Absent: Lola Richbourg, Region 3; Mike Musil, Region 5; Ann Postlewaite, NASC; Jeff Sherrill, NASC.

#### **II. Approval of Agenda**

President Michelle McGrath reviewed the agenda and asked for changes and additions. Mike Roland-FL moved and Lou Miller-NJ seconded the motion to approve the revised agenda. (passed)

#### **III. Review and Approval of Minutes**

Dan Dodge-AZ moved and Paul Branagan-MA seconded the motion to approve the minutes of the NASSCED December 5-6, 2013, General Membership Meeting and December 4, 2013, Board Meeting. (passed)

#### **IV. Financial/Membership Reports - Les Anderson, Treasurer**

##### **A. State of Finances (2/22/14)**

-Revenue: \$10,836.00

-Expenses: \$9,962.93

-Account Balance: \$30,386.63

Les reviewed the financial statement and disbursement of checks. Lou Miller-NJ moved and Charisse-UT seconded the motion to approve the financial report. (passed)

##### **B. Membership Report and Dues**

Maine, Vermont, Virginia, Idaho, Ohio, Hawaii, and Kentucky are not represented with membership dues. The dues will remain at \$50 as indicated in the proposed budget.

##### **C. Proposed Budget**

Les presented a draft of the 2014-2015 proposed budget. The budget projects a starting balance of \$25,000 and an ending balance of \$21,000. It is recommended NASSCED maintain an ending budget balance of at least \$20,000. Les reported that NASC is working on their budget and will share their decisions with the NASSCED Board by June. The two budget areas that will be reviewed are the expenses for the NASSCED president to attend NASC meetings and the \$1,500 contribution for the dinner at the December meeting. If necessary, Michelle and Les will determine a revised budget which will be presented, to the general membership for approval, in June at the 2014 NASC Conference NASSCED general membership meeting in Orlando. Dan Dodge-AZ moved and Charisse Hilton-UT seconded the motion to approve the proposed budget with recommended changes. (passed)

#### **V. Committee Reports/Board Responsibilities for Membership Meetings**

President Michelle McGrath reviewed committee assignments and responsibilities.

##### **A. Strategic Plan** - Paul Branagan-MA, Region 1

Paul gave an update regarding the process in the development of the strategic plan.

##### **B. Web Site/Article of Organization** - Lou Miller, NJ, Region 2

Lou shared a draft proposal of "Arrangements for the Winter Meeting" and asked the Board to review and approve. Paul Branagan-MA moved and Dan Dodge-AZ seconded the motion to approve the updated copy of the guidelines for hosting the NASSCED winter meeting with the recommended changes. (passed)

##### **C. Evaluation** - Lola Richbourg-SC, Region 3

Michelle McGrath shared a copy of the evaluation of the NASSCED winter meeting in Austin. The overall rating in the different categories ranged from 3.7 to 3.9 with 4.0 being the highest score. The evaluations will be shared with the membership at the summer meeting in June.

##### **D. Mentoring/Recognitions of New Directors** -Dan Dodge, NJ, Region 6

New Directors

- Matt Alley, MI
- Karin Tuttle, DE
- Rose Ann Fulena, PA

**E. Awards & Recognition** - - Charisse Hilton, Region 7

Charisse will recognize the retired/retiring executive directors at the June meeting in Orlando. If any directors are aware of a retirement please contact your region Board member.

Retirements:

- Todd Burlinghan, MI

**F. Apparel** - Mike Roland, Region 8

We will again include the member shirt order on the winter meeting registration.

**G. Speaker Showcase/Hospitality** - Mike Musil-NE, Region 5

Mike could not attend the meeting. Mike will work with Dan Dodge and Jeff Peters to set up the speaker showcase. It was suggested we share the speaker showcase with NAWD attendees.

## **VI. Strategic Plan Report**

**A. Relationships - Dan Dodge**

**B. Membership - Paul Branagan & Les Anderson**

**C. Collaboration - Lou Miller**

**D. Leadership - Michelle McGrath**

**E. Partnerships - Charisse Hilton & Mike Musil**

**F. Resources - Lola Richbourg & Mike Roland**

(Please refer to the NASSCED Strategic Plan Update handout for details of discussion and recommendations.)

## **VII. NASC Updates - Michelle McGrath**

**A. 2014 NASC Conference**

Dates: Friday, June 27 to Sunday, June 29, 2014

Site: Orlando, Florida

If you have any questions please contact Tammy Wightman by e-mail.

**B. 2013-2014 LEAD Conference Sites**

- Albuquerque, NM November 8-10, 2014
- Washington, DC, January 30 to February 1, 2015
- Chicago, February 13-15, 2015

## **VIII. Old Business**

**A. Review 2013 NASSCED Winter Meeting**

There will be a written copy of the evaluation for the general membership meeting in June.

**B. Horatio Alger**

Jim Finnemeyer continues to facilitate this activity and acts as a liaison to NASC.

## **IX. New Business**

**A. NASSCED Role at the NASC Conference - Ann/Jeff**

Michelle will contact Ann Postlewaite regarding meeting time and site.

**B. Newsletter Update - Sandy Ginger (via Skype or E-mail)**

The Board will reach out to membership and encourage directors to contribute to the newsletter. A big thank you goes to Sandy for continuing with this meaningful and useful activity.

**C. NASSCED Shirts for NASC Conference - President's T-shirts**

The Board approved State Presidents T-shirts for the 2014 NASC Conference. Les will ask David Cherry from Kansas to handle ordering the shirts and delivering them to Orlando.

**D. College Credit for Advisers/Students Attending NASC Conference**

NASC indicated continued interest in providing opportunities for college credit for attendees of the national conference. Michelle McGrath indicated that she would again facilitate this activity.

**E. NASSCED Meeting Restructure at 2014 NASC Conference**

- The NASSCED general membership meeting at the NASC conference in Orlando will be scheduled on Friday at noon during advisers lunch.

- The NASSCED organizational Board meeting will be prior to the membership meeting.

**F. Speaker Showcase for 2014 Winter Meeting - Mike Musil**

Mike is working with consultants for a speaker showcase for our winter meeting. There will be no AV or rooms cost for NASSCED.

**G. Resource Library - Early Bird Workshop for NASSCED 2014**

The Board recommended we continue with the resource library and early bird workshops

**H. Partnership Discussion - per Strategic Plan**

There was no decisions or recommendations regarding this agenda item.

**I. NAWD Discussion**

Lou Miller will contact Jim Finnemeyer regarding the Board's position on the future relationship with NAWD. There was also discussion regarding the start date and times of our 2016 winter meeting.

**J. 2014 Winter Meeting Site - Chaparral Suites in Scottsdale, AZ - Dan Dodge & Jeff Peters**

Dates: December 3-5, 2014

-Board Meeting: Wednesday, December 3, starting at 1:00 pm.

-General Membership Meeting: Thursday, December 4, starting at 10:00 a.m.

-Early Bird Sessions: Round 1 - 8:30 to 9:15 am & Round 2 - 9:20 am to 10:05 am

- The registration fee will remain at \$100 which will include the dinner on Thursday night. Additional dinners will cost \$50 per guest.

**K. 2015 Meeting Site - New York State - Roberta Bittel**

Dates: December 2-4, 2015

Site: Sheraton At The Falls - Niagara Falls, NY

The Board directed Les to contact Roberta regarding the contract and deposit for the 2015 meeting.

**L. NASSCED February/March Board Meeting Expense and Site**

NASSCED will continue to budget for the expenses for this meeting. The Board member (or their region) is responsible for part of the transportation. NASSCED will pay for the meals and hotel rooms. The dates and site will be finalized after our winter meeting in Arizona.

**M. Lifetime Membership**

Dan Dodge-AZ moved and Paul Branagan-MA seconded the motion to approve Ruthie Banta-CO for Lifetime Membership. (passed) Michelle McGrath will contact Ruthie regarding her selection. If directors are interested in nominating a retired director for Lifetime Membership please contact your region Board member.

**X. Topics From the Floor**

None needing Board action.

**XI. Adjournment**

Charisse Hilton-UT moved to adjourn the February 22, 2014, NASSCED Board Meeting. (passed)  
Meeting adjourned at 2:05 p.m.

Respectfully submitted,

Les Anderson, Treasurer