

NASSCED Mid-Winter Board Meeting
March 12, 2016

- I. **WELCOME & REMARKS**— Lou Miller called the NASSCED winter board meeting to order at 9:00 a.m. in the Feltin room of the Courtyard by Marriott in San Antonio, TX. Members present were Flora Sapsin (NH), Region 1; Lou Miller (NJ), Region 2; Traci Spain (TN), Region 3; Doug Erickson (MN), Region 4; Vicki Carstens (IA), Region 5; Mary Hahn (NM), Region 6; Charisse Hilton (UT), Region 7; and Terry Hamm (TX), Region 8. Absent was Les Anderson (ND) Secretary/Treasurer. Terry Hamm reported that we have dinner reservations at Boudro’s complements of TSAC. Lou thanked Terry for arranging the conference in San Antonio. He also reminded the board that if their flights cost more than \$450, they are to get a copy of paperwork to Les Anderson to be reimbursed for anything over that amount. Lou will send Les’ address to board members.
- II. **APPROVAL OF AGENDA**—Flora Sapsin moved and Doug Erickson seconded the motion to approve the agenda. The motion carried.
- III. **REVIEW AND APPROVAL OF MINUTES**—Lou Miller thanked Michelle McGrath for taking minutes at the December board and membership meetings. Charisse Hilton moved, and Terry Hamm seconded the motion to approve both minutes. The motion carried.
- IV. **FINANCIAL/MEMBERSHIP REPORTS – LES ANDERSON, TREASURER**
 - A. State of Finances (3/12/2016)
 - Revenue--\$11,556.00
 - Expenses--\$7,332.60As of March 12, not all the expenses from the winter meeting had been paid.
 - B. Proposed Budget—The proposed budget is the same for 2016-2017.

Flora Sapsin moved and Mary Hahn seconded the motion to approve the financial and membership reports. The motion passed. A suggestion was made to reimburse flights more than \$350 instead of the current \$450. Lou will talk to Les about the possibility of changing the amount reimbursed.
- V. **COMMITTEE REPORT S/BOARD RESPONSIBILITIES**
 - A. **Strategic Plan** – Charisse Hilton (UT), Region 7. This is a new assignment for Charisse, but she has been in contact with Lou Miller and Paul Branagan.
 - B. **Website**—Lou Miller (NJ), Region 2, will once again be responsible for the website. He wants to add a social media component. Yapp, the app Lou used at the winter meeting, now charges, but since we were using it before, we are grandfathered in and will not be charged at this time. A suggestion was made to have a Region page on the website.
 - C. **Evaluations**—Terry Hamm, Region 8. Terry reported on the evaluations from the winter meeting. One of the suggestions was that we need about 45 minutes for Region meetings. The feedback was positive on the schedule change, and people responded positively to the stories. Another suggestion was to eliminate the early bird sessions, and start the first regular session at 12:00. Lou sends a shout out to Lola Richbourg for the remarkable job she did with evaluations.

D. New Members/Mentoring—Doug Erickson (MN), Region 6— Doug reported that mentoring occurs twice, once at NASC in June and once at the winter meeting in December. Doug has developed a top 13 list of things new Executive Directors need to know. A suggestion was made to tell the new directors that each state is different. The goal for the winter meeting is to match up not just new directors, but all directors that have a similar structure. We have something similar to this on our website with the state quarters. The board felt this needed to be updated. Lou will work on that. Another suggestion was made that we send an e-mail about dinner places or evening activities the night before the executive director’s meeting. This way we can have more time to become acquainted with each other.

E. Awards/Recognition – Mary Hahn (NM), Region 6—At the winter meeting, Mary gave Starbucks gift cards with the amount the same as years of service. Everyone appreciated being recognized and receiving the cards.

F. Newsletter—Vicki Carstens (IA), Region 5—Vicki will send out the next newsletter the middle of April, one in May and June.

G. Partnerships- Flora Sapsin (NH), Region 1. The board suggested a list of possible partnerships: NFHS (National Federation of High Schools, Jostens, Herf f Jones (Varsity brands), Balfour, Medal of Honor, National Guard, Teens in the Driver’s Seat (they provide free resources), Dairy Max (they have an affiliation with the NFL), and Fuel up to play 360.

H. Resources—over past 5 – 6 years big thing—Lou and Tracy will work on this together.

Lou Miller called a recess 10:45 a.m. Terry Hamm did an Easter egg icebreaker outside, and we took a board picture.

Lou Miller called the meeting to order after the recess at 11:00 a.m. Charisse Hilton did an activity where we wrote thank you notes to each other. She gave us each books written by Dr. Tim Elmore. We will use the notes as our book mark.

We discussed the strategic plan and made updates. (See the attached document.)

VI. NASSCED Strategic Plan

A. In year four, we discussed where we’ve been, where we are, and where we’re going.

B. Strand Reports & Discussions

- a. Relationships
- b. Membership
- c. Collaboration
- d. Leadership
- e. Partnerships
- f. Resources

Lou Miller called a recess for lunch at 12:00 and reopened the meeting at 1:00 p.m.

VII. NASC

- A. NASC Program update from NASSP—Lou has not yet received a program update. We discussed a letter from Virginia Hodson, explaining that schools can register as part of a state delegation or separately, but need a code from their adviser to register.
- B. 2016 National Conference – Portland, OR—Sara Nilles has everything under control. Registration will open in mid March. Lou Miller commented on what a great job Mary Hahn and Albuquerque, NM did with the pre-conference last year. The other board members echoed his praise.
- C. 2017 National Conference—At this time no one was aware of any bids for the national conference in 2017.
- D. Future of Partnership with NASC/NASSP—We discussed the future of our partnership with NASC/NASSP.

VIII. Old Business

- A. Review of NASSCED Meetings 2015--In accordance with Article IV of the NASSCED Articles of Organization, each Region may set their own limitations on the number of consecutive terms a voting member elected from their Region may serve on the Board of Directors. Mary Hahn moved and Flora Sapsin seconded a motion to adopt the policy for Regional selection. The motion carried.
- B. Redefining regions for hosting NASSCED Winter Meeting and NAWD National Conference on Student Activities—The NAWD Advisory Board submitted a proposal for realignment of regions for the purpose of selecting sites for the Mid-Winter meeting of NASSCED and the National Conference on Student Activities because of the imbalance of the number of states in each Region. The NASSCED board is in favor of moving to four regions: Eastern, Southern, Central, and Western.
- C. History—Lou Miller is working on a written history of NASSCED.

IX. New Business

- A. NAWD/NCSA—Feedback for Jim Finnemeyer—A suggestion was made to provide a one page sheet of responsibilities for the NASC host and the NASSCED meeting host. Perhaps it could be a checklist. All like the fee structure with the rebates.
 - a. Program strands and breakout workshop topics that would be of interest to Executive Directors—The following suggestions were made for program strands: Financial training, Contracts, Speakers, Maintaining Membership, Being a Workshop Presenter, and Branding Your Program.
 - b. Getting newer Executive Directors presenting: Leadership Camp presenters to showcase workshops on core topics—We can reach out to our membership. We can reach out to our Region to ask them to present.

Charisse Hilton would be willing to do a session on “My principal won’t approve that...”

- c. Partnering to bring back “Advisor Fly-In” conferences—NASSCED Board felt they needed more information about these conferences before they discussed this. Their main concern was that these might interfere with state programs.
 - B. Revised Policy—Arrangement of Winter Meeting— In June we will have revised policy for NAWD and for us.
 - C. 2016 Winter Meeting update (host Michelle McGrath) Michelle is getting ready to host use next December.
 - D. 2017—Winter meeting update—The 2017 winter meeting will be in Spokane, WA with Susan Fortin as the host.
 - E. 2018 Winter meeting update—Bids will be accepted from the (current) Eastern region through 6/1/2016. NASSCED will decide where this meeting will be. There are three states that expressed a interest for 2018.
- X. **Topics from the floor**—The following points are what we will send back to our Regions.
- A. We provided requested feedback from NAWD and reviewed NAWD’s proposal for a new hosting rotation.
 - B. We brainstormed a list of potential partnerships
 - C. We updated the progress of our strategic plan and feel good about what we have accomplished.
 - D. We outlined and delineated board responsibilities in terms of the strategic plan and general responsibilities.
 - E. We reviewed region reports.
 - F. We approved the budget and it is in good standing.
 - G. We’re looking forward to seeing you in Oregon.
- XI. **Adjournment**—Flora Sapsin moved and Doug Erickson seconded the motion to adjourn the meeting. The motion and the meeting was adjourned at 3:33 p.m.

Respectfully submitted,

Vicki Carstens