

Board of Directors NACAS West Board Meeting
Tuesday January 16, 2007, 14 December 2006
0900 PST/1000 MST - via teleconference-

Board Members Present	Board Members Absent
Sam Wheeler, President	Maria A.Y. Garcia, Area 1 Director
Bill Shiba, President Elect	Mark Miller, Area 3 Director
Frank Mumford, Secretary/Treasurer	
Louise Chamberlin, Past President	
Bob Francisco, National Board Representative	
Sandra MacSorley, Area 2 Director	
Mike Ellis, Area 4 Director	

1. Call to Order: President Sam Wheeler called the meeting to order at 0905 PST/1005 MST.
2. Approval of Agenda –
M/S/P – (Francisco/ Chamberlin)
3. Approval of the Minutes from 14 December 2006
M/S/P – (Ellis/ Chamberlin)
4. Financial Report – \$20,000 moved to a CD that will mature in May.
 Report sent to directors. There are still receivables from the conference. Pepsi; Stansta. The total net from the conference was \$17,000. We have a total of \$46,000 in reserves.
 The board accepted the report.
5. Reports:
 - a. *NACAS Board Representative*, Bob Francisco
 - *The membership is still not achieving the goals set.*
 - *Programmes are moving along with good regional support*
 - *Question on the roles – the director used to be the go between; now most of the information goes to the president as well.*
 - *Waiting for complete job description*
 - b. *Area 1 Director*, Maria A.Y. Garcia – no report
 - c. *Area 2 Director*, Sandra MacSorley – followed up with the members renewal form –found University of Victoria had renewed
 - d. *Area 3 Director*, Mark Miller – no report
 - e. *Area 4 Director*, Mike Ellis – Linda Gable is interested in a NACAS West Leadership role.
6. Edmonton Conference Update: Past President Louise Chamberlin provided an update on the Edmonton regional conference planning.
 - The registration form is ready to go. Susan Cooper is completing the final revisions on the package and it will go to National for February 1.
 - Sponsorship calls are ongoing – with separate conference calls
 - Frank is putting together the list
7. Business Partner Survey Gold Update: It is on Frank’s to do list for this week.

8. Old Business:

1. Membership committee – Sam Wheeler will call Paul about where this is – some of the list has been followed up. Is this to be done by the board, or was Paul calling
2. Awards – We to look at whom we are nominating for awards. Bill Shiba to put together a list and coordinate with Louise Chamberlin.
3. 3 year terms – This will require a bylaw change
4. Membership Retention data – We will have a look at the regional and national conference attendance with tracking on 1st and 2nd timers to follow. Frank Mumford will see if Abby can help.

9. Committee Interest:

Sandra is interested in a new role as she her term expires. She would like to create an interactive website that will interest members and help to increase membership. This would require a special appointment to the board.

Sam Wheeler was working on replies of those who expressed interest in joining the board. Response was due in on January 22.

10. Letter to membership

Sent out with information about the Business Survey and the upcoming Edmonton Conference.

11. Leadership Meeting – Denver

Sam Wheeler, Bob Francisco and Bill Shiba will be meeting on February 22 to discuss regional issues prior to the meetings.

12. New Business

Summer meeting dates were discussed and the two dates to be confirmed are July 20 & 21 or August 10 & 11.

Adjourn: With no further business to conduct, President Wheeler adjourned the meeting at 9:59 AM PST/10:59 AM MST.

**Next NACAS West Board Meeting
Via Teleconference
February 27, 10 AM MST/ 9 AM PST**