



**Board of Directors NACAS West Board Meeting
 Tuesday March 20, 2007,
 2:00 PM PDT/3:00 PM MDT/ 2:00 PM MST- via teleconference-**

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

1. Call to Order: President Sam Wheeler called the meeting to order at 2:02 PM PDT/ 2:002 PM MST / 3:00 PM MDT.
2. Approval of Agenda –
3. Approval of the Minutes from January 16, 2006
 Minutes were corrected and resent to the board members
4. Financial Report –
 A new account was opened - we owe Frank Mumford the original deposit. We need to get a co-signer for the account.
 It was suggested that Maria do it as she is close, but the cheques can be mailed for second signature.
 The board accepted the report.
5. Reports:
 - a. *NACAS Board Representative* – Position is vacant
 - *Peter Fraser will be deciding who takes this position.*
 - *Current Names are Sam Wheeler, Brenda Andreassen, and Norm Chambers*
 - *Suggestions were put forth by Marti Gray, Frank Mumford and Bill Shiba at the Leadership Meeting*
 - b. *Area 1 Director*, Maria A.Y. Garcia – no report
 - c. *Area 2 Director*, Sandra MacSorley –no report
 - d. *Area 3 Director*, Mark Miller – following up on the conference registrations – knows of 5 or 6 from Idaho
 - e. *Area 4 Director*, Mike Ellis – no report
6. Edmonton Conference Update: Past President Louise Chamberlin provided an update on the Edmonton regional conference planning.
 - o Four separate email blasts are going out – the one to the Canadians went out this afternoon
 - o Business Partners – we have \$23,000 to date – last year total was \$ 29,700
 - o We are missing the Portland Companies
 - o Starbucks has offered to be a whole sponsor
 - o Susan and Louise are working the budget
 - o The evaluation form has been sent to Abby
 - o Ceremony review is on going – everyone has been assigned projects such as introductions, thank yous etc
 - o We are ahead on the registrations – although it does not feel like it – need to push forward as the passport offices are running about 4 – 6 weeks

7. Business Partner Survey Gold Update:

The business partner survey has been sent to Abby and will be going out on Survey Monkey with a review to go to the board before it goes out to the Western Region. After the West results are in Heather and Abby will determine if it can be used nationally.

8. Old Business:

1. Membership committee – Bob, Paul and Sam spoke. Sam Wheeler suggested that we add a duty to the Vice President/President Elect that they take on the responsibility to welcome new members and congratulate any members who participate on NACAS national committees or NACAS programs such as the NACAS Institute. Suggestion that we get NACAS cards printed and add the welcome information including the next regional and national conferences – these could be passed on from President to President. Currently Sam Wheeler sends a welcome email.
2. Awards – Bill Shiba will put together a list of all awards and sent it to the board members. Louise Chamberlin suggested that we sent it out to all members for nominations as well as nominations for committee vacancies
3. Membership Retention data – Frank will get the list of attendees to the National Conferences – has San Diego, but needs the previous year from the National office. We have the information from the West. Sam Wheeler will ask the National office for the list of the Institute attendees from the West. We will follow up on these names during our next conference call; April 2 for the Edmonton Conference
4. Possible Board Members – We have nominations from 3 areas – 2 are open – Area 2 & Area 4.
Area 2 has one – Susan McNamara to replace Sandra MacSorley
Area 4 has two – Linda Gabel and Deborah Hoefer – a nominating committee will be formed and make a recommendation to the board
Area 3 has a nomination – Carol Martin – might be a candidate if Mark Miller moves to treasurer
5. National & Regional Committee Candidates – Cindy Vetter for Chicago Conference Committee & Jane Barrantes for the Cal Poly Conference Committee
(M/S/P) MacSorley/ Chamberlin

9. Colorado Summer Board meeting:

A date was chosen. The meeting would be held on July 20 & 21.

All board members present agreed with 2 abstentions – Louise Chamberlin and Sandra MacSorley as they would not be on the board next year.

10. Leadership meeting report

The new Marketing materials are ready. The study showed that really what counts for NACAS members are the connections and the new logo reflects this.

There is also included in this an implementation plan that will include working on the Web Page. Marti Gray is on that committee and Sam Wheeler will follow up with her about working with Sandra MacSorley for improvements to the membership page.

Within the implementation plan, there will be a roll out at all regional conferences. Louise Chamberlin will look at what time we have left for this presentation – it is really tight for the timelines – may have to be at the beginning of the Town Hall meeting

The Committee chairs are being listened to. They are working with the Strategic Plan setting goals and timelines. In addition, there will be sub committees that will address the areas of expertise required – ie media committee – people who are strong in this area.

Diversity was a strong theme and there was training on this held at the meeting for the committee chairs. It is important to address this as we look for new board and committee members.

11. Treasurer Replacement discussion

Frank Mumford will be leaving at the end of April. Lanny Stein volunteered to do this on an interim basis.

Mark Miller expressed interest in this position. Frank Mumford and Mark Miller will talk about the time and responsibilities involved in the position. This is a place where if Mark Miller moves, then Carol Martin could complete his remaining two years as the Area 3 director.

12. Diversity Discussion

We need to intentionally look to people of a different color. People prefer to be with others that are like them and we need to make sure that we recognize this. This applies when we are looking for nominations and bringing new people into the association. The word diversity is confusing and can be all encompassing.

Sam Wheeler is looking at possibly finding a sponsor so that we can offer a scholarship to attend either the regional or national conferences or the institute so that we are recognizing those who are joining the profession and getting them involved early.

13. National Board of Director Replacement

See discussion under reports.

Adjourn: With no further business to conduct, President Wheeler adjourned the meeting at 3:03 PM PDT/ 3:03 PM MST / 4:03 PM MDT

**Next NACAS West Board Meeting
Thursday April 5, 2007 2PM PDT; 2PM MST; 3PM MDT
Via Teleconference**