



NACAS West Board of Directors

August 27, 2008 – 2:00 p.m.
Conference Call

MINUTES

Board Members Present	Board Members Absent
Maria Garcia, President	Kimi Lucas, Area III Director
Neil Markley, Area I Director	Charlene Tomlinson, President Elect
Clark Cunningham, Area II Director	
Deb Hoefler, Area IV Director	
Bill Shiba, Past President	
Louise Chamberlin, West Rep	
Julie Crea, Com/Tech Coord	
Mark Miller, Treasurer	

I. Call To Order: The meeting was called to order by President Maria A. Y. Garcia at 2:06 p.m.

II. Approval of 30 July 2008 minutes – On motion of Treasurer Mark Miller and seconded, that the minutes be amended to reflect that the names “Frasier” and “Luis” are misspelled under Item III-B. With no further discussion, the motion carried.

III. Reports

A. Treasurer’s Report:

1. June and July Financials - Mark reported that the June and July financials were emailed to the Board members early this week. He highlighted that there is \$5,000 in revenue to reconcile for the Conference in Pomona, and that the statements sent out include all revenues and expenses. He noted that interest income is lower than projected, and Conference expenses are high with two outstanding accounts receivables. Mark pointed out that two business partners from Panda Restaurant were informed that they would be comped. Mark inquired with the Board regarding how to resolve this issue. The Board unanimously agreed that an exception be made this time, the rules be explained to them, and that the Board will comp them for a total of \$500.

2. Update on Investing with the Ed Foundation – Mark reported that after checks from NACAS are deposited, the balance should exceed \$90,000 and that \$20,000 to \$30,000 should be available for Conference expenses in Fort Collins. On motion by Mark and seconded, to deposit \$60,000 of available funds to the NACAS Education Foundation in an



account under the name of “NACAS West”. With no further discussion, the motion carried.

- B. NACAS Board Rep Report –N/A** Louise Chamberlin
Conference call cancelled.
- C. Area 1 – N/A - See Appendix B** Neil Markley
- D. Area 2 – N/A** Clark Cunningham
- E. Area 3 – N/A** Kimi Lucas
- F. Area 4 – N/A - See Appendix C** Deb Hoefler
- G. Conference Committee** Bill Shiba

Bill stated that a keynote speaker is needed and that he is in the process of considering two speakers to host the conference. He reported that the last two years the Board paid for travel expenses and that anything over \$500 would need Board approval. Further, it was decided that security, technology and stability are being reviewed as topics of discussion for the Conference and requested ideas from the Board. Maria suggested State Reason and Emergency Assimilation in the Second Life for the safety and security topic. Maria will forward the email article to Bill. Bill concluded by stating that a business partner committee meeting should be scheduled soon, the hotel contract has been finalized, and an agenda has been set.

IV. Unfinished Business

- A. Committee Vacancies** MAYG
 - 1. **Awards** - Maria announced that there are still vacancies on the Awards Committee. She commented that on the last conference call it was suggested that an e-blast be sent to the region to get a self nomination or nomination from the region. The Board discussed whether an e-blast should be sent for the nomination or whether the Board as a group should select someone that the Board can contact. It was decided that an E-blast be sent to the Western region.
- B. Bylaws and Constitution Revision**
 - 1. **Draft Treasurer job description** – Mark stated that he is in the process of sending out the draft treasurer job description. Maria recommended that this agenda item be tabled to the next meeting.
- C. Regional Management Plan**

The Board members confirmed that they received the plan via email. After a brief discussion the Board agreed that the final revisions are as follows:

 - *Section 8, items E and F will be stricken in its entirety.*
 - *Item G the word “four” will be replaced with “two”.*
 - *Section 9, items B and C will be stricken in its entirety and replaced with “Striving to conduct social functions to include families.”*



V. New Business

A. Professional Development Committee

Jeff Davis

Jeff reported that during a recent teleconference, it was discussed that it is best to receive direct feedback from each regional board. The number of people attending events and needs for each region were reviewed. There is concern that e-blasts and other means of communication are not being received by everyone; therefore, members have been using the web site to obtain information on events. Due to Statewide cutbacks and reduced budgets, it was suggested that a professional development program may not be established at this time.

B. Membership Survey

MAYG

Maria suggested that the newsletter be utilized regarding this issue and inquired whether a membership survey has been conducted. Julie stated that it has been completed; however, Louise will confirm with National.

VI. Reminders and Announcements

- Maria reminded everyone that articles for the newsletter are due to Julie by the 16th.
- Louise will be on vacation the week of September 8.
- More poker players are needed for the tournament in Chicago and that this should be communicated via e-blast.
- Beginning in September, our Board meetings change from the last Wednesday of the month to the **second Monday** of the month:
 - *13 October 08 @ 5 p.m. Eastern*
 - *31 October 08 @ 4:00 p.m. Central – in person meeting at the Annual Conference in Chicago*
 - *10 November 08 @ 5 p.m. Eastern*
 - *8 December 08 @ 5:00 p.m. Eastern*

VII. Adjourned at 2:58 p.m.