



The Connections That Count
NACAS
 W E S T

Board of Directors NACAS West Board Meeting
Wednesday February 27, 2007
1300 PST/1400 MST - via teleconference

Board Members Present	Board Members Absent
Maria A. Y. Garcia, Vice President	Bill Shiba, President
Mark Miller, Secretary/Treasurer	Clark Cunningham, Area 2 Director
Brenda Andreassen, National Board Representative	
Neil Markey, Area 1 Director	
Sam Wheeler, Past President	
Deb Hoefler, Area 4 Director	

1. Call to Order: Vice President Maria Garcia called the meeting to order at 1:00 PST/2:00 MST.
2. Approval of Agenda
3. Approval of the Minutes from 30 January 08

M/S/P – (Wheeler/ Miller)

4. Financial Report – Mark sent out the January report to all.

You will see a jump in accounts receivable in February. That is due to the conference. We have received a check for \$2,000.00 that Coca-Cola owed from the Edmonton Conference. We are now 100% paid for the Edmonton Conference. We have already exceeded our business contributions for the Pomona Conference, thanks to all. Tony Lynch did an exceptional job and brought in over \$14,000.00 on his own. We will need to be sure we have enough space for our business partners at the conference.

5. Reports:

Brenda:

Brenda emailed the report to all. She reviewed the highlights with the group.

- Bullet #3 the business partner still needs to be determined
- Bullet #4- the net assets are now at \$540K. Note that in 1998 we were at the same point and by 2002 had dropped to about \$50k but have slowly going back up due to the Ed. Foundation, Frank and the marketing drive.
- Chicago 2009 conference has confirmed that Stedman Graham as the motivational speaker. They will be hosting a poker tournament instead of a Golf Tournament. NACAS wanted to make sure that the Chicago conference would be taking place at the same time as the elections (Americans only). Please be sure to vote by absentee ballot.
- Overall, the NACAS membership is on the rise. In the West, there were 161 new members this year. Not sure what the count was last year.
- The question arose about the Gala and if we would be getting a suite. The question came up if we knew if anyone else would be getting one. We do not want to be the only one, than everyone would be at ours. No decision was made. We will talk about it more at the next meeting.

Area 1 report: Neil

No report for the membership committee. Will email later. They are working on the June NACAS West Board meeting; they have the hotel selected and rooms booked.

Area 2: Clark Cunningham:

Not at meeting

Area 3 (vacant)

Area 4: Deb Hoefler

- The sustainability task force met and talked about how to reinvest in renewable energy and how it might work at the annual meeting. Will start with the NACAS staff and that NACAS would pay for the investment for the annual conference. The committee will meet as needed.
- Professional Development Committee is working on an online Sustainability Learning Community that will be accessible by members only.
- Manager Institute I & II- questions about how long between two institutes and shortening them to 1 week Monday-Friday. Also discussed NACAS work with presenters to have less overlap and to leave Manger I in Charlottesville but relocate Manger II to somewhere else.

6. Cal Poly Pomona Conference Update: Sam Wheeler

The program is all set. They finished up the contract with Cal Poly. Mark reported there are only 22 people signed up through them so far. Golf tournament is set for Saturday April 26th.

7. Leadership Team Meeting:

- The Education Foundation will give \$750.00 scholarship award. Do we want to match that? Need to develop criteria of our own. Will discuss more at the next meeting.
- The NACAS Office discussed some criteria related to conflict of interest. The main thing that came out was that Business Partners must be in attendance at the dinner (with you). Putting dollars limit on goody bags and itemizing it-this idea wasn't well accepted because each institution sets its own gift value.
- Ideas from other regions:
 - Give a gift card to the business partners. One they can use at the resort while they are there (Maria liked that Idea)
 - Have the family join as well.
 - Volunteers award-suggested doing that at the National level as well as Regional.

8. Action Item List:

- Website-ongoing
- Region 3 representative: Mark has a person of interest, will talk about it more in the meeting.
- Working on #'s 11 & 12
- Clark is signed up in April for the CCC conference call
- Maria will update and send a copy out to all.

Revenue in Excess of Reserve/Ed Foundation Investment Opportunity:

It has been suggested that we invest our excess funds in with the Ed Foundation. The funds would still be ours and we would be able to get to them if we needed them but this would be a long-term investment, up to 8 years. Maria asked how much would we invest of our reserve money. Mark said 40,000 to 45,000 dollars. Want to make sure the board understands that it is a good investment the longer we let it sit there. We are looking at least a three-year commitment

before we would be able to take it out. That includes pulling money out for scholarships. There is also a chance investing in this type of funds that the money could be lost as well. It was decided that the discussion would continue at the next meeting.

Board Nominations:

Mark would like to nominate Kimi Lucas from Idaho as the Area 3 representative. She is the Director of Business Operations at the University of Idaho. She would be a great addition to the board. The board approved the nomination. Bill should contact her and confirm that she wants to be on the Board and then he can appoint her. Mark will send a preliminary note to Kimi.

Connections Campaign:

Mark sent out an email, he has not gotten any responses. Mark suggested that Nationals rethink the idea.

Summer Board Retreat:

Dates are set for June 12-14th. However, Deb is not able to make those dates, Maria suggested we look at some dates in July instead. It is important that all attend. Mark, okay for July. Neil not good for Thursday-Saturday's in July but if they could be Sunday-Tuesday it might work for him in July. Maria will send out an email to check availability of dates in July.

Other Regional Conferences:

The 3 region conferences dates are: South-April 19th-23 in Savannah Georgia. East- June 8th-11th in Providence, RI. Central-June 15th-17th in Milwaukee, Wisconsin. Bill suggested that the Regions would pay for the hotel if board members want to go your institution would pick up the cost of transportation. What are the thoughts on the cost going to your institution to go to other regional conferences? Sam felt it has been successful in the past and should continue, it is a good place to exchange ideas. Mark explained that NACAS West has enough funds that we could cover it if need be. Should restrict this offer to board members only. Most felt that their institutions would not be able to or would not care to pay for transportation or any cost for the conferences. If interested, send an email to Bill & Mark.

The Board agreed to allow NACAS West to pay for it. Mark suggested you ask your institute first.

9. New Business:

- Award nominations: Information will be available in March. Will assign people the ongoing topics on board meetings.
- Communications/Technology Director: This person would be responsible for the electronic newsletter that goes out twice a year and for the Web stuff. This person would be a non-voting member. Will vote on this later.
- National Conference Items: Do we want a hospitality suite in Chicago? Right now we do not have one. Will find out what the rest of the regions are doing. If no one else has one, should we? Board meeting at Nationals is set for Friday, October 31st at 4:00pm. The leadership team meeting is set for Sunday, November 2nd. From 9:00am-12:00pm. New members need to be there at 8:00am.

13. Schedule of NACAS West Board Meetings:

Wed. March 26 at 4:00pm EST

Wed. April 30 at 4:00pm EST

Adjourn: With no further business to conduct, Vice President Maria A.Y. Garcia adjourned the meeting at 2:08 PM PST/3:08 PM MST.

Next NACAS West Board Meeting

March 26 1:00PM PST/2:00PM MST