

**Board of Directors Meeting  
Thursday, September 7th, 2017**

**Board Members Present  
(those present denoted with underline)**

Mona Ellerbrock, Jessica Watts, Todd Cleland, Roger VanHoy, Adam Johnson,  
Megan Greenawalt, Paul Sturm, Kim Jacobs, Adam Causgrove, Curt Hadley, Julie Smith,  
Robin Seth Shah, Brad Fravel, Victor Haroldsen, Megan Puzey,  
Tarsha Whitaker Calloway, Susan Fonseca

**Others Present  
Steen Hymes**

**Welcome & Call to Order**

Mona welcomed everyone to the meeting. Steena called roll.

**Consent Agenda**

Brad motioned to approve the consent agenda and financials. Adam J. seconded.  
MOTION APPROVED

**Announcements**

**New Business**

- a. Immediate committee work
  - i. All committees are on track to schedule their first call before the next board meeting.
- b. Finances for next year
  - i. Adam J. mandated that committees submit budget forecasts with requests and justifications that align with the strategic plan. Drafts needed by the end of September.
  - ii. Julie spoke about the option to work with a webinar consultant to build the quality of professional development's webinars. Mona asked that Julie move forward with gathering a proposal from a consultant.
  - iii. Committees can approve purchases less than \$500 and send purchase requests to ASG who will pay with the NACRO debit card.
- c. Member Data Dive
  - i. Tabled until the next board meeting
- d. Conference Site Selection

- i. The Hyatt in downtown Atlanta has been contracted for the 2018 conference on July 24-26. The first day (24th) will be held at Emory.
- ii. Megan G. gave an update on site selection for mid-winter in Houston. Of 6 hotels contacted, 4 do not have availability. One hotel does have availability and sent a proposal. We are still waiting to hear from the 6<sup>th</sup> hotel. Mid-winter will be Jan 22-24.
- e. Timeline
  - i. Megan G. reviewed the drafted master calendar for the next year. The master calendar serves to promote transparency across the whole board, as well as reflect the strategic plan.
  - ii. Board members are to review the calendar and provide input before the next board call.
- f. Board agenda Items
  - i. Board members should send agenda items to Mona, Jess and Steena 10 days prior to the board meeting.
- g. Sponsorships for annual conference
  - i. Discussion was had about monetizing the annual conference through sponsorships.
  - ii. A task team will be assembled to work on the sponsorship effort. Adam J. and Megan P. volunteered.
- h. Box/Slack Training
  - i. The Board sat in on a training session on how to use Box/Slack moving forward.

#### **Old Business**

- i. Board members will work with ExComm on how to interact with ASG for the time being.

#### **Closing Remarks**