

**Board of Directors Meeting  
Thursday, August 01, 2019**

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

Adam Causgrove, Jamie Shattuck, Megan Greenawalt, Adam Johnson, Megan Puzey,  
Paul Sturm, Dana Ulrich, Tracey Wischmeyer, Michael Rondelli, Stavros Kalafatis, Joe  
Matope, Debbie Meyer, Charley Hasemann, David Ortendahl, Susan Fonseca, Jill Abele,  
Katheryne Rehberg

**Others Present**  
Steen Hymes

**Welcome & Call to Order**

Jamie welcomed everyone to the meeting. Steena called roll.

**Consent Agenda**

Paul motioned to approve the Consent Agenda. Megan P. seconded.  
MOTION APPROVED

**Financials**

No Financial Report this month.

**Announcements**

- a. Reminder for committee chairs to make sure their Box folders are up to date with all materials.

**New Business**

- a. **Monthly Communications from Committees**
  - I. Committees need to take attendance at their monthly meetings as well as send Steena monthly committee reports. Steena will send reminders for these monthly reports.
- b. **Preparing Budget & Goals**
  - I. Paul will be sending committee chairs last year's budget and a template for completing this year's budget.
  - II. Budgets are due Sept 15<sup>th</sup>, but Paul asked that they send a draft earlier than that for review and discussion on edits.
- c. **NACRO Calendar Reminder**
  - I. Committee chairs were reminded to send Joe and Debbie their important dates and deadlines for the year. Joe/Debbie will upload these into the master calendar.

**d. Initial thoughts from conference**

- I. At this date, 138 responses have been submitted to the post conference survey with overall positive feedback.
- II. There was an increase in industry attendees and new members/attendees.
- III. Reminder for Board members to submit their comments/suggestions into the Parking Lot channel on Slack before Sept 1.

**e. NACRO Strategic Plan**

- I. Jamie and Adam C. reviewed some highlights from the Strategic Plan and noted five goals that are still in progress of being completed.
- II. Each Board meeting place one of these goals on the agenda for that month.
  - i. Sept – Hiring an Executive Director
  - ii. Oct – Membership and conference fees and non-member fees
  - iii. Nov – Professional development opportunities in multiple formats
  - iv. Dec – Benchmarking's salary survey and metrics
  - v. Jan – Expanding and growing membership
- III. Discussion was had about how to objectively measure these goals and what qualified data will determine progress and/or completion.

**f. Ad hoc Committees****I. Diversity and Inclusion**

- i. This ad hoc committee was started in the last year and Dejuan Woods said he will remain involved in the diversity and inclusion efforts. He is looking for more people to participate with ad hoc committee.

**II. Member Retention.**

- i. The Board is looking to create an ad hoc committee focusing on member retention strategies. Discussion was had about how to use the member survey and benchmarking surveys as tools to help determine needs and goals for member retention.

**III. Sponsorships**

- i. Last year, the sponsorship ad hoc committee was successful in bringing in \$12,000 in conference sponsorships. The ad hoc committee will focus on retaining sponsors and bringing in new sponsors.

**IV. Swat Team**

- i. Joe asked that a swat team be formed to work with Monte on creating promotional videos from the Pittsburgh conference footage.