



NAPMW BOARD OF DIRECTORS MEETING  
January 10, 2018  
GENERAL SESSION MINUTES

I. **CALL TO ORDER**

**National Board Members Present**

Cathy Kantrowitz, CME ..... National President  
Laurel Knight-Keane ..... National President Elect  
Judy Alderson..... National Treasurer  
Glenda Mooney ..... National Secretary  
Rolanda Legg..... National Vice President  
Susan Kerr ..... National Vice President Absent

**Parliamentarian and Administrators Present**

Lynne Spark .....Parliamentarian

**A. Roll Call and Quorum Confirmation:** Following roll call a quorum was confirmed to President Cathy Kantrowitz, CME. With notice of the meeting having been duly given, President Kantrowitz called meeting to order at 17:01pm Eastern Time

**B. Welcome and Acknowledgement of Guests**

**Guests**

Candace Smith PNP    Kelly Hendricks PNP    Tobi Libbra

**C. Agenda Approval:** The agenda was filed as presented

**D. The December 13, 2017 General Meeting Minutes:** Minutes will be filed as presented

**E. Designation of Minutes Review Committee:**

- I.        National Secretary Glenda Mooney
- II.       National Treasurer Judy Alderson
- III.      National Vice President Rolanda Legg

II. **Financial Reports**

**A. Monthly Financial Reports:** Filed as presented. Treasurer reports are due each month for all locals.

III. **COMMITTEE REPORTS:**

- A. **Bylaws and Operating Procedures:** No report
- B. **Extensions:** No report
- C. **Finance:** As presented President Kantrowitz requested National Treasure to complete the annual filing for the State of Washington by January 31, 2018
- D. **Ethics:** No report
- E. **Internal Audit:** No report
- F. **Leadership Programs:** No report
- G. **Nominating:** As reported  
**Motion by National Secretary Glenda Mooney “I move to accept the leadership training already taken by nominee Nicole Shea for the position of treasurer for the 2018-2019 year. Education listed, as per the Operating Procedures-NAPMW Leadership Training Program under the premium sessions for other leadership courses offered. Ms Shea’s provided the following completed leadership courses for approval:**  
**Master’s in Business Administration (MBA) from Eastern Washington University, which was several years of leadership courses. A local seminar on Keys to Powerful Communication (Coaches training) by Terry Gurno. Additionally, my company also had an 8 month (meeting 8 hours monthly) leadership training that I completed last year.**  
**Motion Seconded National Vice President Rolanda Legg**  
**Motion Carried**
- H. **Ad Hoc - Conference:** As presented  
**Motion by Conference Committee As amended**  
**“Conference Committee The committee is requesting the following motions (individually) of the National Board with regards to conference and our ability to market the Conference properly move item #6 A-F be approved by the National Board.”**
  - A. **Committee Co-chairs be given access to the Membership mailing list send regular updated conference information and/or marketing materials for conference** **Tabled**
  - B. **Committee Co-Chairs be given the Login and Password information for NAPMW Annual Conference social media to make scheduled updates and post marketing information for Conference or give Co-Chairs permission to design new NAPMW Annual Conference social media.** **Passed**
  - C. **Discount Code to be created for PNPAC to receive 50% discount on registration** **Passed**
  - D. **Discount Code to be created for National Board members to receive Freeregistration** **Passed**
  - E. **Discount Code to be created for Conference Committee Members to receive Free registration (this will only be 2 free committee member this year as all other Committee members are National Board, Chairs, or registered speakers for 2018)** **Passed**
  - F. **National Board to designate Co-Chairs Rolanda Legg and Tobi Libbra as liaisons between NAPMW and Harrah's for status updates and basic planning of schedules and needs leading up to conference and be given Harrah's current point of contact.** **Passed**

- IV. **ANNOUNCEMENTS:**  
February Board of Directors Meeting Monday, February 5, 2018
- V. **RECESS TO EXECUTIVE SESSION:** President Kantrowitz recessed the board to Executive Session at 18:28 Eastern Time
- VI. **RECONVENE TO GENERAL SESSION:** President Kantrowitz reconvened the meeting back to general session at 19:09 Eastern Time.  
**Motion by National Secretary Glenda Mooney “I move we bring all action items in the Executive Session forward to the General Session.”**  
**Motion Seconded National President Elect Laurel Knight-Keane**  
  
**No action items to bring forward.**
- VII. **ADJOURNMENT:** Having no other business, President Kantrowitz adjourned the meeting at 19:10 Eastern Time.

**Glenda Mooney**  
**NAPMW National Secretary**