



NAPMW BOARD OF DIRECTORS MEETING  
Saturday April 7, 2018  
GENERAL SESSION MINUTES

1. CALL TO ORDER

**National Board Members Present**

Laurel Knight-Keane ..... National President  
Glenda Mooney ..... National President Elect  
Nicole Shea ..... National Treasurer (Judy Alderson absent)  
Jaclyn Weedin ..... National Secretary  
Rolanda Legg ..... National Vice President  
Tobi Libbra ..... National Vice President

**Parliamentarian and Administrators Present**

Robin Hart (Parliamentarian)  
Jodi Fisher (Administrator/IMPACT)

**A. Roll Call and Quorum Confirmation:** Following roll call a quorum was confirmed to President Laurel Knight-Keane. With notice of the meeting having been duly given, President Knight-Keane called meeting to order at 10:01 PST

**B. Vacant Secretary Position**

**Motion by President Elect Glenda Mooney**

**“I move Jaclyn Weedin fill the vacant 2018-2019 National Secretary office.**

**Motion Seconded by NVP1 Tobi Libbra**

**Motion Carried.**

**C. Robin Hart appointed as National Parliamentarian  
Roberts Rules for All Meetings Reviewed**

**D. Welcome and Acknowledgement of Guests**

**Guests**

Candace Smith PNP	Jill Kinsman PNP	Christine Pollard PNP
<u>Austin Texas</u>	<u>Oklahoma City</u>	
	Lauren Layman	Kari Olsen, Spokane
Karri Parker	Ellie Wade	Darla McNamara, New Orleans
Mary Reynolds	Tammy Allard	Kay B Talley, Raleigh
Ginny Miller	Shawn Moore	Mary Ann Arbogast, Snohomish County
	Jack Scanlon	Adrienne Brimhall, Snohomish County
		JoAnn Schneller, New Orleans

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

**G. The March 14, 2018 General Meeting Minutes:** Approved and Filed as submitted

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

- I.** National Secretary Jaclyn Weedin
- II.** National Treasurer Nicole Shea
- III.** NVP 1 Tobi Libbra

**2. Financial Reports**

**A. 2018 – 2019 Budget Definition**

**Motion by President Elect Glenda Mooney**

**“I move to approve the 2018-2019 National Budget and Reimbursement Guidelines and Definitions as presented.”**

**Motion Seconded by NVP2 Rolanda Legg**

**Motion Carried**

**B. Budget – Approved**

**C. Discussion – 2018 – 2019 In-Person Mid-Year Planning Season to be held September 14-16 in the state of Washington.**

**3. IMPACT - Jodi Fisher (Administrator/IMPACT) Addressed the board**

**4. COMMITTEE REPORTS:**

**A. Bylaws and Operating Procedures:**

**Motion by Bylaws and Operating Procedures Chair PNP Jill Kinsman**

**“I move that the National Board approve the following Bylaw changes for a vote by NAPMW Membership.”**

**Motion Carried.**

**Article VI – Officers, Qualifications, Duties, Tenure, Vacancies, and Removal from Office**

**Current Bylaw**

**6.1**

**a. Qualifications:**

- 1. A candidate for national office shall be a member in good standing and shall have served as a local association president or chairman of a national standing committee, and have completed a NAPMW leadership training program as identified in the operating procedures.

**Proposed Bylaw:**

**a. Qualifications**

- 1. A candidate for a national office shall be a member in good standing of 24 months or more will have completed an NAPMW leadership training program as identified in operating procedures and have attended one in person national education conference in the past two years.

**Reasoning:**

With so many associate members not connected to a local association, we wanted to make the associate members feel the ability for them to run for a national office should they wish to by offering compensating training that would give them what skills it would take to serve as a local president and also to have had the experience of a national conference and how that affects the position they are seeking.

### Current Bylaw

#### 6.1

##### a. Qualifications:

3. A candidate for Vice President shall have served as a local President within the past four (4) years.

### Proposed Bylaw

#### 6.1

##### a. Qualifications:

3. A candidate for a national officer shall be a member in good standing for 24 months, had completed the NAPMW leadership training program as identified in the national operating procedures and have attended in person one national education conference in the past two years. Considered candidates must have served as a local president or on a national committee and completed above noted leadership training.

**Motion by Bylaws and Operating Procedures Chair PNP Jill Kinsman**  
"I move that the following proposed bylaw change be tabled until NAPMW May General Meeting."  
**Motion Carried.**

## Article VIII- Meetings

### Current Bylaw

#### 9.3

##### a. Action Without Meeting

Any action which may be taken at any meeting of members may be taken without a meeting. Voting members shall receive a written ballot not less than 10 days prior and not more than 30 days prior to the ballot return date. Alex may be sent by electronic transmission by the Association and responses may be returned to the association by electronic transmission. Voting by proxy shall not be permitted.

### Proposed Bylaw:

#### 9.3

##### a. Action Without Meeting

Any action which may be taken to vote in person at the national education conference to include nominations from the floor any candidate's forum. At the recess of the business meeting electronic voting would open at 17:00 PST closing at 20:00 PST the following morning. The slate of candidates should be presented the email and posted on the NAPMW website and a minimum of 10 days prior to voting and not 30 days prior to conference. Candidates running from the floor must be vetted by the nominations chair and have their resume and requirements met and approved 24 hours prior to convening at the annual

meeting. On recess and the annual meeting, the information will be posted along with the other nominee's information for the members to read.

**Reasoning:**

We want to encourage people to be able to run from the floor for national office and also allow for candidates' forum to be held at the annual meeting. This would give our members the opportunity to do so.

- B. **Extensions:** President Elect Glenda Mooney states goal of 9 new Associations in 2018-2019

**Break for Lunch 24:00PST**

**President Laurel Knight-Keane Call to order 24:08PST**

- C. **Finance:** No Report
- D. **Ethics:** PNP Christine Pollard stated there are two ways an ethic complaint can be filed:
  - 1. Local President must email direct to committee
  - 2. Can also come direct from any current Member
- E. **Internal Audit:** No Report
- F. **Leadership Programs:**
  - 1. PNP Candace Smith currently working on Leadership Retreat
  - 2. Request Current and relevant pictures being uploaded to website
  - 3. NVP2 Rolanda Legg and Kerri Parker to work with Candace as Committee to locate sponsors
- G. **Nominating:** No Report
- H. **Conference:** To review notes from Annual Business Meeting Held April 6, 2018 and report back when finalized
- I. **Publicity and Marketing :** No Report
- J. **Membership:** No Report
- K. **Sponsorships:** Kerri Parker is looking for Committee Members and ideas
- L. **Education:** Ken Perry and Robin Hart
- M. **Technology:**
  - 1. Collecting Headshots and Accurate Contact Info for Website Maintenance
  - 2. Kerri Parker and NVP2 Rolanda Legg volunteered to help with Technology Committee

**5. Unfinished Business**

- A. Ad-Hoc for Industry of Mortgage Lending:  
President Laurel Knight-Keane announced Ellie Wade of OK City will chair Ad-Hoc IML committee. PNP Candace Smith will forward all past records and will work closely with committee. PNP Christine Pollard has items to forward also.

**6. New Business**

- A. 2019 Conference  
Board discussed current options presented below
  - 1. Tradewinds, St. Petersburg Beach Florida
  - 2. Royal Sonesta, New Orleans
  - 3. Monteleone, New Orleans
  - 4. Legacy Town Center, Dallas, TX

Board and Guest discussed having Impact management company take over location research and negotiations for next Annual. To report updates at next board meeting. Impact discussed and will work on survey to be sent out to 2018 Attendees for Conference experience feedback to improve 2019.

**7. Announcements:**

**Next Meeting:** May Board Meeting May 9, 2018 – New Call-In  
Please join us in NAPMW National Board Calls for the upcoming 2018-2019 year by registering in advance at: <https://attendee.gotowebinar.com/register/5422144125852052227>  
After registering, you will receive a confirmation email containing information about joining the webinar.  
For issues or questions, please contact [napmw1@napmw.org](mailto:napmw1@napmw.org).

**8. Meeting Adjourned 13:08 PST**

**9. Special meeting held 13:55PM PST**

Roll Call: National Board Officers in attendance.

**Motion by Vice President 2 Rolanda Legg**

**“I move PNP Cathy Kantrowitz be removed effective June 1, 2018 from all national accounts and add Treasurer Nicole Shae and President Laurel Knight-Keane to our national accounts.”**

**Motion Seconded by President Elect Glenda Mooney**

**Motion Carried.**

President Laurel Knight-Keane requests that Secretary Jaclyn Weedin sign the note.

**10. Special meeting adjourned 14:00 PST**

**Jaclyn Weedin**  
**NAPMW National Secretary**