



NAPMW BOARD OF DIRECTORS MEETING  
Wednesday January 9, 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  
Jaclyn Weedin ..... National Secretary  
Mark Jennings ..... National Vice President  
Tobi Libbra ..... National Vice President

**Parliamentarian and Administrators Present**

PNP Candice Smith standing in for Robin Hart (Parliamentarian)  
Heather Kramer (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 14:05 PST

**B. Board meeting procedures** – Reviewed and stated by Parliamentarian Hart

**C. Welcome and Acknowledgement of Guests**  
Guests in Attendance:

PNP Candace Smith	PNP Christine Pollard	PNP Jill Kinsman	
Cris Poole	Shawn Moore	Chelsey Silva	Eve Janis
Lauren Layman	Juli Doyle	Angela Sontag	Kari Olsen
Adrienne Brimhall	Connie Torres	Crystal Darling	Danette McGee
Diedre Arnold	Diana MacKenzie	Ellie Wade	Kay Talley
Kyle Hutchins	MaryAnn Arbogast	Veronica Sanchez	Tamara Brooks
Mary Ellen Heathcote	Erin Fisher		

**D. Agenda Approval:** January 9, 2019 Agenda Approved as amended

**E. November 14, 2018 & December 12, 2018 General Meeting Minutes:** Reviewed and approved as corrected

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

1. National Treasurer Nicole Shea
2. NVP 1 Mark Jennings
3. National Secretary Jaclyn Weedin

2. **Financial Reports**

**A. Monthly Financial Reports – Nicole Shea**  
1. **Review of Account balances**

3. **Administrative Report**

**A. IMPACT – Heather (Administrator/IMPACT)**  
1. **Newsletter has been updated with current members spotlight**

2. **Sent out 2020 Conference Survey, and last minute renewal emails**
  1. **Followed up with Local Presidents on all returned emails**
3. **Facebook has been updated with National Conference and National Membership Drive Campaign "Grow and Go"**

4. **COMMITTEE REPORTS:**

- A. **Bylaws and Operating Procedures: PNP Jill Kinsmen – No Report**
- B. **Extensions: Anthony Miller & Heather**
  1. **Central Oregon – inquiring on new local to be started**
- C. **Finance: Nicole Shea**

No additional Report
- D. **Ethics: Christine Pollard**

Nothing to report at this time
- E. **Internal Audit: Cris Poole**

Local Audits extended and Due by 1/31/19
- F. **Leadership Programs: PNP Candace Smith**
  1. Completed 6<sup>th</sup> leadership recording and available on DigiChalk
  2. January AIB is ready (association in a box was distributed and uploaded)
  3. Possibly put together AD-HOC committee and explore more cost effective
- G. **Nominating: Cathy Kantrowitz, PNP**

Absent no report
- H. **Conference: NVP 1 Tobi Libbra**
  1. [NAPMW18@gmail.com](mailto:NAPMW18@gmail.com) – email address for past pictures etc to share
- I. **Services & Resources Adrienne Brimhall – 18 minute mark**
- J. **Publicity and Marketing: OPEN**
  1. **Reminder of Grow and Go Campaign**
    1. **Weekly flyer to go out weekly from Heather to drive competition and updates. New member is defined as someone who has not been a member for the last 12 months.**
- K. **Sponsorships: Kari Parker Absent**
- L. **Education: Ken Rolanda**
- M. **Technology: PNP Candace Smith**
- N. **Ad-Hoc IML: Please see report filed – Ellie Wade**
  1. **Currently utilizing Your Membership (YM) –due to cost and technical difficulties we are looking for alternate services.**
    1. **Wild Apricot – reduced cost of \$ 1700 vs \$7000, offers internal payment system, and user friendly – To be discussed in Executive Session**

5. **Unfinished Business –**  
**None**

6. **New Business:**  
**Motion made by President Elect Glenda Mooney to bring forward all motions made in Executive Session**  
**Motion Secoded by NVP Mark Jennings**  
**Motion passes**

7. **Announcements:**

**Next Meeting:**  
December Board of Directors Meeting  
Wednesday February 6, 2019  
**2 PM PST; 3 PM MST; 4 PM CST; 5 PM EST**

**Call in Number (914) 614-3221 Access Code: 213-044-543**

**Pre-registration required:** <https://register.gotowebinar.com/register/1240590360319206657>

Meeting Recessed to Executive Session 14:54 PST

Reconvened from Executive Session Saturday January 12<sup>th</sup>, 2019 @ 09:55 CST

### Following motions brought forward from Executive

Motion made by President Elect Glenda Mooney to terminate service for website provider YM and move forward with new service provided by Wild Apricot.

Motion Seconded by NVP Mark Jennings

Motion passes

Motion made by National Treasurer Nicole Shea to approve the budget as amended per mid-year budget review.

Motion Seconded by NVP Tobi Libbra

Motion passes

Motion out of Conference Committee Chair Tobi Libbra requesting approval by board to support recommendation that the fee for a Single Booth be reduced from \$995 to \$595.

Board Votes and Supports

Motion out of Conference Committee, recommending the board to approve the Conference Budget as amended.

Board Votes and Supports

Meeting Adjourned 1/12/19 14:50 CST

Jaclyn Weedin  
NAPMW National Secretary