



NAPMW BOARD OF DIRECTORS MEETING  
Wednesday June 13, 2018  
GENERAL SESSION MINUTES

**1. CALL TO ORDER**

**National Board Members Present**

Laurel Knight-Keane ..... National President  
Glenda Mooney ..... National President Elect  
Nicole Shea & Judy Alderson ..... National Treasurer  
Jaclyn Weedin ..... National Secretary  
Mark Jennings ..... National Vice President  
Tobi Libbra ..... National Vice President

**Parliamentarian and Administrators Present**

Robin Hart (Parliamentarian)  
Jill Miller (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 14:02 PST

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

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

PNP Jill Kinsman	PNP Candace Smith	
Anthony Miller	Mary Reynolds	Cathy Rixey
Susan Kerr	PNP Lucy Calier	Adrienne Brimhill
Cris Poole		

**D. Agenda Approval:** June 13, 2018 agenda approved & filed as presented

**E.**

**F. The May 9, 2018 General Meeting Minutes:** Correction made to By-Laws proposal to read PNP in place of President Laurel Knight Keane. Change approved and filed.

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

1. Treasurer Shea
2. NVP 1 Tobi Libbra
3. Secretary Jaclyn Weedin

**2. President's Announcement**

- A.** Rolanda Legg has resigned as NVP2. The board voted and appointed Mark Jennings to fill the position for the remaining term.
- B.** Notification of upgrade to Email systems to help reduce potential scams occurring. Please note President Laurel Knight Keane will NOT at any time request money from locals.

**3. Financial Reports**

- A. **Monthly Financial Reports – Nicole Shea**
  - 1. Approved as submitted
  
- 4. **Administrative Report**
  - A. **IMPACT – Heather (Administrator/IMPACT)**
    - 1. Upgraded Go Daddy Accounts to reduce spam
    - 2. Newsletter to be sent out next week through Constant Contact
    - 3. Working on website updates including all local board changes
  
- 5. **COMMITTEE REPORTS:**
  - A. **Bylaws and Operating Procedures: PNP Jill Kinsmen**
    - 1. Bylaws proposed changes to be posted on the website
    - 2. Voting will open at June 22<sup>nd</sup> and End July 6<sup>th</sup> in time for review at next board meeting July 11th
  
  - B. **Extensions: Anthony Miller**
    - 1. **Las Vegas** – Active and beginning meetings
    - 2. **Sacramento** – First meeting being held today June 13, 2018
    - 3. **Detroit** – in the beginning stages and working on sponsorship ideas for them
    - 4. **Potential Arkansas** in beginning stages
  
  - C. **Finance: Nicole Shea**
    - 1. Request for follow up on Missing dues checks. Require updates to be sent to the treasurer for Local Treasurer mailing address for dues to be sent
    - 2. Nicole Shea will be following up with all locals and request reports to be turned in monthly, expect communication shortly
  
  - D. **Ethics: No Report**
  - E. **Internal Audit: No Report**
  - F. **Leadership Programs: PNP Candace Smith**
    - 1. Leadership Webinars to be rolled out this week.
    - 2. Moving forward to be held once a month
    - 3. Missing board information from a few locals – please get these in
    - 4. Request NVP to notify locals each month of this training
  
  - G. **Nominating: No Report**
  - H. **Conference: No additional Report for past conference**
  - I. **Services and Resources: No Report**
  - J. **Publicity and Marketing: No Report**
  - K. **Membership: No Report**
  - L. **Sponsorships: No Report**
  - M. **Education: No Report**
  - N. **Technology: PNP Candace Smith**
  - O. **Ad-Hoc IML: No Report**
  
- 5. **Unfinished Business**
  - A. 2019 Conference: To be held New Orleans  
Hotel MontLeone May 14-18
  - B. By-Law Changes – reminder to reach out with questions prior to voting
  
- 6. **New Business: None at this time**
- 7. **Announcements:**

**Next Meeting:** May Board of Directors Meeting  
Wednesday July 11, 2018

2 PM PST; 3 PM MST; 4 PM CST; 5 PM EST

**Call in Number (213) 929-4232 Access Code: 692-626-314**

**Pre-registration required:**

<http://www.napmw.org/events/EventDetails.aspx?id=1098599>

For issues or questions, please contact [napmw1@napmw.org](mailto:napmw1@napmw.org).

8. Recess to Executive Session 14:47 PST
9. Reconvene to General Session 15:30 PST
11. Meeting adjourned 15:35 PST

Jaclyn Weedon  
NAPMW National Secretary