



**Board of Directors and Committee Chairs**  
**Meeting, April 1, 2021**  
**Via Zoom**  
**Minutes**  
 Submitted by Catie Croft, Secretary

<b>Call to Order – Siegelin</b>			
Siegelin called the meeting to order at 12:01 p.m. ET			

<b>Roll Call – Wolfork</b>			
<b>Officers</b>		<b>Regional Representatives</b>	
Steve Siegelin (W), President	X	Teresa McCoy, North Central	X
Julie Huetteman (NC), President-Elect	X	Fran Sulinski, North East	X
Catherine (Catie) Croft (1890s), Secretary	X	Ken Jones, Southern	X
Meredith Weinstein (S), Treasurer	X	Rebecca Sero, Western	X
Terrence Wolfork (1890s), Past President	X	Cynthia Wilson-Willis, 1890s	X
		Vacant, 1994s	
<b>Committee Chairs/Co-Chairs</b>			
Vikram Koundinya (W), Awards & Recognition	X	Amanda Rysz (NC), Awards & Recognition	X
Suzanna Windon (NE), Finance		Julie Robinson (S), Finance	
Carrie Stark (W), Marketing	X	Cheryl Newberry (W), Marketing	X
Catie Croft (1890s), Membership	X	Ken Jones (S), Membership	X
Mary Halbleib (W), Professional Development		Danae Wolfe, (NC), Professional Development	
Julie Huetteman (NC), Resolutions & Policy	X	Terrence Wolfork (1890s), Nominating	X
Cynthia Wilson-Willis (1890s), Conference	X	Matt Benge (S), Conference	X
Carolyn Weber, HelmsBriscoe		Latasha Ford (1890s), Conference	X
<b>Liaisons</b>			
Katy Gottwald (S), PILD Representative (2 <sup>nd</sup> Yr.)		Terralon Chaney, (1890s) PILD Representative (1 <sup>st</sup> Yr.)	
Marina Denny (S), JOE Representative	X	Julie Huetteman, (NC), JCEP Representative	X
		Jared Morrison (NC), JCEP Representative	
<b>Webmaster</b>			
Tom Payne			
<b>Guests</b>			

<b>Approval of Consent Agenda – Siegelin</b>			
The consent agenda was emailed to the board prior to the meeting.			
<b>MOTION</b>	Accept the consent agenda for today's meeting.	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Huetteman/Wolfork/Passed

Reports of Officers:

**President's Report – Siegelin**

A meeting was held with the conference committee regarding the 2021 annual conference on whether to meet in person, do a virtual conference, or a hybrid conference. There was also discussion on the 2022 Annual Conference.

The following recommendation still stands:

- Go virtual for 2021 and the 2022 conference in Ft. Lauderdale at the same property (Sonesta) to avoid losing \$14,000.

A formal vote was not conducted, but a straw poll took place. The two concepts of how to have the conference were split up. There was strong support for going virtual (related to COVID-19 or institution budget). 50/50 on the decision to go to Ft. Lauderdale in 2022 or look for another site. The board should consider these options later.

**Treasurer's Report – Weinstein**

Treasurer's Report and Budget Update for April 2021 were sent via email.

January Treasurer's Report (March 31, 2021-April 30, 2021)

Account balance total = \$60,336.94

Net income = (\$467.46)

YTD net income: \$5,039.60

Budget Update, April 2021: \$ (7,691.36)

2 additional members paid. Up to 117 memberships paid.

Reports of Regional Representatives:

**All Regions – Jones**

Jones mentions the regional chats that will take place April 15<sup>th</sup>. The regional reps are coming together to engage with membership and use the regional chats as an opportunity to identify potential events that can be considered for the year.

Reports of Committee:

**Membership – Jones & Croft**

Jones discusses the dues proposal options from the membership committee. Three options were presented and discussed.

Option 1: Pay dues for the calendar year at conference (Need to enforce a cut-off time for dues June 30<sup>th</sup> or July 1st)

Option 2: Collect dues for the current year. Send invoices out after the conference. This is the current practice.

Option 3: Have on the conference registration form pay current year dues and upcoming year dues (Flexible)

Sero asked Weinstein if these options were a non-starter for her. Weinstein's main concern was paying dues for the current year at registration and only getting one month of membership. It needs to be clear on the conference registration.

Jones said option 1 would be easier to manage since a cut-off time will be enforced and members and non-members will not be paying dues throughout the year. Jones mentioned the concerned about

bringing in additional revenue throughout the year because of dues and Weinstein stated that it wasn't much of a difference.

Sero stated that she prefers option 1 because it is clearer and gives a better understanding. Rysz agreed with Sero.

Newberry also agreed with option 1 but mentioned that there should be some caution when putting a specific date for dues because for individuals who come in, in the middle of the year who need that network of people to connect to immediately.

Jones agreed with Newberry and stated that as long as it's clear and the member understands that if they pay dues in July it will only be for that current year and they will need to pay dues again in December for the upcoming year to stay current.

Huetteman asked for clarification on the deadline for awards and McCoy clarified that August 31<sup>st</sup> is the usual deadline for award nominations and stated that because of how the dues were structured it confused people.

Jones asked if it was documented anywhere regarding paying dues by a specific date in order to be eligible for awards. McCoy stated that it does not state a specific date, it says that you have to be a member in good standing for a certain time frame in order to be eligible.

Siegelin stated that the awards committee should look into providing a grace period while the awards committee makes the transition to following the policy. Rysz agreed with Siegelin.

McCoy suggested that payment for dues should be August 31<sup>st</sup> to be considered for awards instead of looking at individuals who are in good standing with the association. Stark agreed that a date should be added.

Weinstein stated that a date should be established in the beginning of the year to prevent individuals paying dues only to receive an award. Sulinski stated that a June 30<sup>th</sup> date may work to work with institution's fiscal years.

Weinstein asked if the June 30<sup>th</sup> date would be the date used for voting. Huetteman and Sulinski agreed with that amendment to the motion.

<b>MOTION</b>	To move forward with option 1 and the addition of a statement that indicates individuals nominated for awards must have membership dues paid by June 30 <sup>th</sup> of the current year to be eligible. June 30 <sup>th</sup> will also be the deadline for voting privileges	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Huetteman/Sulinski/passed
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## Unfinished Business– Siegelin

Plans of Work and Budgets need to be approved.

- Professional Development
- Membership
- Policy and Resolution
- Awards

Siegelin suggested approving them as a group or individually. Sulinski mentioned reviewing them all and asked that they all get approved as a set.

Marketing and Nominating need to submit their POW and budgets for approval.

Last meeting we deferred approval the budget because there were questions around the conference. Siegelin requested a motion to move the budget approval to the ay board meeting.

Converting our 2021 conference to virtual was discussed. Ford discussed that the committee decided to wait to May to come up with a decision. Stark discussed a survey that focused on travel and attending the conference. The survey is stating that members want the conference to be in person. The results will be discussed at the May meeting.

The last two items was tabled until the next meeting.

<b>MOTION</b>	To approve all Plans of work and budgets as a set.	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Sulinski/Weinstein/passed
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<b>MOTION</b>	To defer our budget approval until the May 6, 2021 board meeting.	<b>MOVED/2<sup>ND</sup>/VOTE</b>	Huetteman/Wolfork/passed
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## Announcements

PILD Conference start April 12<sup>th</sup>. Tomorrow ends the early bird registration. There are 350 registrants so far.

## Adjourn

Siegelin ended the meeting at 12:49 PM EST.

<b>MOTION</b>	Adjourn the April 1, 2021 Board Meeting	<b>MOVED/2<sup>ND</sup>/</b>	Jones/Huetteman /passed
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Next meeting: Thursday May 6, 2021 12:00 p.m. ET via ZOOM.