



AGENDA
NACAS South Board of Directors Meeting
Tuesday, January 3, 2017; 3:00pm (EST)

Board Members:

Rich Steele, (President), Donna Swarb, (Treasurer), Victoria Fowler, (Conference Coordinator), Norman Grizzell, (ABSENT) Publications & Technology Coordinator Report, Sharon Boyd, (President Elect), Kyle Cullars, Past President, Sarah Nikirk, (Secretary), Rick Torres, (Professional Development Coordinator), Connie Davis, (South Rep to NACAS Board & 2017 Host Co-Chair), Hans from the National Office, Brett Jackson (Vice President), Kelly Venable Carroll, (2017 Host Co-Chair), Felecia Townsend, (Membership Coordinator)

1. Call to Order -3pm Sharon
 - i. Winter NACAS LTM – January 31- February 3, Las Vegas, The Linq is the location.
 - o Sharon, Connie, Rich and Kyle plan to attend
 - o Thursday night the NACAS south group can hopefully get together

2. Secretary Report Sarah

The December minutes were approved

3. Treasurer Report Donna

Chase -	\$103,557.77
Edward Jones -	\$105,552.69
Cash	\$ 2,604.79
Investments	\$ 102,947.90

4. Vice President Report Brett

Thank you, Victoria, for your hard work on the Website and getting the registration process up. The National office finalized a proposal with Ricoh and we are looking for a signed or verbal agreement late January from them.

I have made contact with several new business partners:

Amazon Campus, Highland Bakery, Xerox, Balfour, Touchnet

If anyone else has any other business partners that they would like for me to contact, please let me know. – January 9th the registration process opens

5. President-Elect Report

Sharon

With Rick's great help, we have 21 educational sessions are targeted and we have seven states that have submitted programs and 15 intuitions.

The schedule was finalized with Victoria and we are putting out acceptances to the recipients who have submitted and were approved and are getting bios and will get everything to Victoria on Thursday.

Submissions included nine vendors which we are reviewing for possible inclusion in the program.

6. Conference Coordinator Report

Victoria

I built the Website and sent it out to some of you testing and I thank you for your help.

Registration opens Monday, and the system will send an email to all of the participants and hopefully, we'll get a good response right away.

Starting next Friday, Victoria will start sending out weekly reports

January 30th – deadline for first timers' grants

Promo items (getting with Connie and Kelly) finalizing those items.

We have 62 tables for business partners and there was discussion about how we accommodate all of the partners and/or do we ever limit partners?

It was suggested that we add the following question to the exit survey regarding business partners:

Were there vendors, service providers or products you would have liked to have seen at the Business Partner Showcase?

7. 2017 Conference Host Committee Report

Connie/Kelly

- Connie and Kelly are working with the hotel and restaurants and Victoria to make the final arrangements,

8. South Rep to the NACAS Board Report

Connie

Please see the attachment that Connie forwarded the group regarding branding.

9. Membership Coordinator Report Felecia

Felecia sent us an email regarding membership benefits as well as a list of each region's current member status.

The grant for new member applications are open until January 30th

To date Felecia has not received any applications for new members and will be working with Norman looking at all of the benefits for new members and putting together a recruiting tool kit for each region to tell the strengths of the organization...what do we believe will be the users experience, etc. How can NACAS improve the benefits...are there any other benefits we need to look at.

10. Professional Development Coordinator Report Rick

Rick was not present but has done a lot of great work on the schedule and Sharon gave him kudos.

11. Publications & Technology Coordinator Report Norman

Norman was not able to participate

12. Immediate Past President Report Kyle

Thank you Rich for sending the cards for our review.

Only two cards showed leadership interest

Alabama and Tennessee, and we have interest from individuals at Auburn (Glenn Loughridge for potential VP) and Belmont (Aaron Jerome for potential Conference Coordinator). Cary Wilkerson, who works with Donna, is recommended for Treasurer. Kyle will follow up with these individuals to gauge their current interest and availability for these positions.

Let Kyle know if you have changes by mid to late February to the bylaws

13. National Office Liaison Hans

NACAS is looking to hire a CCO Managing Director position

Looking forward to seeing everyone at the LTM in Vegas

Salesforce – is a new software system that will help with Membership. Hans attended a work session on the Salesforce and believes this is the right step for NACAS to take in terms of membership growth development.

The Platform will be available to us this week

The system will offer a new and improved membership directory

We will be releasing a new business partner directory through this platform

14. Other Business:

No new business

15. Adjourn – 4:01 p.m.

- **Next Meeting:** Tuesday, February 7, 3:00 pm (EST)