

NCDA Board of Directors

Board Conference Call

Thursday, May 31st, 2012

1:00 – 2:30 pm Eastern



1:00 pm: Meeting Called to Order (Deb)

Roll Call (Lisa)

Attending:

- Deb Osborn, President
- Cheri Butler, Past-President
- Rich Feller, President-Elect
- Charles Lehman, Treasurer
- Lisa Severy, Secretary
- Rebecca Dedmond, Trustee-at-Large
- Paul Timmins, Midwest Region Trustee
- Michelle Beese, Western Trustee
- David Blustein, Trustee-at-large
- Mark Danaher, North Atlantic Trustee
- Ron Cathey, Southern Trustee
- Deneen Pennington, Executive Director
- Observing: Cynthia Marco Scanlon, Secretary-Elect

Unable to attend: Pat Schwallie-Giddis, ACA Governing Rep

Motion to approve the agenda made by Lisa Severy and seconded by Michelle Beese. Motion carried.

Treasurer's Report (Charles) Conference finances look really good this year. May turn out to be our best conference yet financially. HANDOUT

-Budget Planning Timeline: Charles and Deneen will start working on the 2012-2013 budget after the conference, then working closely with the Executive Committee to prepare for voting no later than the October board meeting. Board members should be sure to make any proposals related to the 2012-2013 budget sooner rather than later.

OLD BUSINESS

1. ATLANTA 2012: 952 registrants as of this morning! Service option in Atlanta is also full!

a. Leadership Academy (Ron) HANDOUTS

Board members are encouraged to participate as much as possible. The board will be introduced at the beginning of the meeting on Wednesday, June 20th, at 1:00 pm.

Leadership Academy presentations will be given during a Featured Session at 1:50 pm on Friday, June 22nd. **ACTION ITEM: Please review the conference schedule from Deneen carefully and make sure you attend as much as possible! If there is anything you need board members to attend that is NOT on Deneen's list, please let her know ASAP.**

b. State Leadership Training (Paul) HANDOUT Key outcome goals for this session include:

- How does NCDA support the state associations?
- What does NCDA need from our state associations?
- How can NCDA provide more support?

ACTION ITEM: Paul will work with the other regional trustees to solicit some "best practices" to share with the group.

c. Annual Membership Meeting (Deb, Charles) Charles will give treasurer's report and, at the end, will talk about the pending dues increases. He'll give a list of justifications and current plan for increases at what levels. Still to be decided whether to do it all at once or spread over a couple of years. Where our dues are in comparison to others will also be included. Deneen reminded us that there is an anomalous year in the report that was 14 instead of 12 months so that should be pointed out to the group. People may want to know what the 25% indirect services goes to (HQ services, board expenses, etc.). That percentage is VERY low compared to other organizations. Because we don't really know exactly how we're going to address the dues increase, there was consensus in this meeting that we state that "...although we've been able to rely on non-dues revenue to

- subsidize our budget for some time, those revenues have been down over the past few years so the board is reviewing dues increases for the near future,” and leave it at that.
- d. Clarification on Bylaws Changes & Dues Increase (Deb) People who had a chance to review the presentation offered comments or edits. During the meeting, questions and comments from the floor will be limited to 2 minutes. **ACTION ITEM: Deb requests that all board members review the presentation and get any questions or changes to her.**
 - e. Awards Luncheon (Deb and Rich) Some awards have been moved to other times in the conference for a broader audience and to save time so that the lunch doesn't go over (as it often does). **ACTION ITEM: REGIONAL REPS, please send your state award winners and a couple of bullets as to why they were selected to Deb ASAP.**
 - f. Board Meetings/Dinner (Deb) Meet at 6:30 in the lobby. **ACTION ITEM: Please let Deneen know if you're planning on bringing anyone or if you're not planning to attend.**
 - g. Board Meeting Agenda Item: AA Contract 2012-2013 (Rich) Rich reminded everyone that one of our agenda items at the June Board Meeting in Atlanta will focus on our political advocacy goals and our upcoming contract renewal deadline AA. Board members should be well prepared to discuss this at the meeting in June. **ACTION ITEM: Please gather any and all data you need to make an informed decision before that session in June, preferably in writing.**
 - h. Saturday's Breakfast Board Work Session (Rich) This is a work meeting rather than a board meeting, so there won't be any voting or decisions made. Outcome goals include helping new members understand the Long Term Strategic Plan, identifying key issues for those preparing a preliminary budget, and talking about the year ahead in terms of meetings.

NEW BUSINESS

1. NCDA Legacy Society (Rich)
Lisa Severy moves to create a new budget line item called Legacy Society Fund, in which proceeds from the Legacy Society donations will be deposited. Advertising for the fund will include examples of how the funding may be distributed. Spending authority for the line item will rest with the board during the regular budgeting processes and procedures. Seconded by Cheri Butler. Motion Carried. **ACTION ITEM: Charles has agreed to help us sort out the accounting side of the NCDA Legacy Society by conversing with the auditors.**
2. ACA Conference Presentations 2013 (March 20-24, 2013 in Cincinnati, OH) (Rich) Rich has worked on this and has many volunteers local to Cincinnati who can attend ACA and can speak to NCDA's history and legacy. Our NCDA presentations at the ACA conference are therefore, complete.
3. International Issues (Rich) This is a complicated issue and Jane Goodman has asked for specific requests from the board to help guide the International Committee. We'll speak more about this at the June meeting. **ACTION ITEM: Add to June agenda.**
4. ASCA National Model response letter (Mark) Mark crafted two different responses to ASCA's request for feedback. The process is already moving forward. Part depends on the lack of career development in CACREP's curriculum, which then makes it difficult to require of school counselors. Deneen will let ASCA leadership know to expect our response by the end of June. **ACTION ITEM: Mark will converse with applicable board members to craft a new draft of the letter for ASCA to be presented at the June 20th meeting**
5. Regional Trustees conference call initiative (Mark) Mark has been working with folks in the eastern region that may be impacted (positive or negative) by having the national conference in that region in 2013. He did some assessment of members of either NCDA or the state associations to find where there is overlap and how one can support the other. **ACTION ITEM: Regional trustees will work together to look at how we can better work on this issue.**
6. Officer's Travel Commitments and Supporting State CDA's (Rich) We're working on a new model of supporting regional or state meetings by giving of board member's time but asking the association holding the conference to cover travel expenses. With the board member giving

time and the state/region paying travel, both are considered co-sponsors.

7. Addition: New Structure Proposal for ACA Awards Submissions (Lisa) **DEFER to June**
8. Addition: ACA Conference Program Reviewers- Volunteers Needed (Lisa) Rebecca and Cheri volunteered to help and Deb has a graduate student who is also interested. We can also ask committee chairs. **ACTION ITEM: Lisa will take this information and complete the process so that NCDA is well represented.**

Motion to adjourn made by Cheri Butler, seconded by Paul Timmins at 2:42 pm. Motion carried.

To Do List Summary:

Please review the conference schedule from Deneen carefully and make sure you attend as much as possible! If there is anything you need board members to attend that is **NOT** on Deneen's list, please let her know ASAP.

Paul will work with the other regional trustees to solicit some "best practices" to share with the State Leaders group at the conference.

Deb requests that all board members review the Annual Membership Meeting presentation and get any questions or changes to her.

REGIONAL REPS, please send your state award winners and a couple of bullets as to why they were selected to Deb ASAP.

Please let Deneen know if you're planning on bringing anyone to the dinner on Tuesday, June 19th or if you're not planning to attend.

Please gather any and all data you need to make an informed decision on the continuation of our Advocacy Associated meeting before our board meeting on June 20th. Rich suggests putting those thoughts in writing so that we have it all.

Charles has agreed to help us sort out the accounting side of the NCDA Legacy Society by conversing with the auditors.

Mark will converse with applicable board members to craft a new draft of the letter for ASCA to be presented at the June 20th meeting.

Regional trustees will work together to strategize related to state leader conference calls.

In addition to the volunteers from the board, Lisa will take this information and complete the process so that NCDA is well represented in selecting programs for the ACA conference.