

NAI BOARD MEETING - Minutes
Nov.11 & 15,2003
Sparks, Nevada

Members in Attendance

Sarah Blodgett, President
John Schaust, VP Administration
Evie Kirkwood, VP Programs
Vicki Loveland, Treasurer
Nancy Herwig, Secretary

Board

Donna Richardson, Region 1
Doug Steigerwalt, Region 2
Sue Bennet, Region 3
Sarah Reding, Region 4
Bradley Block, Region 5
Pat Silovsky Region 6
Carol Leasure, Region 7
Amy Lethbridge, Region 8
Lester Hodgins, Region 9
Faith Duncan, Region 10
Tom Mullin, CUA, Section Council
Debra Riley, AAE, Section Council
Bruce Stebbins ,NCDA, Section Council

Staff

Tim Merriman, Executive Director
Lisa Brochu, Associate Director

President Sarah Blodgett called the meeting to order at 10 am

I move that we accept the agenda – Evie Kirkwood

Seconded by: Pat Silvosky

AYE 17 NAY ABSTAIN

I move that we approve the Minutes – Nancy Herwig

Seconded by : Sarah Reding

AYE 17 NAY ABSTAIN

I move that we approve the Treasurer's Report – Vicki Loveland

Seconded by : Amy Lethridge

AYE 17 NAY ABSTAIN

ACTION ITEMS:

I move that we accept the audit from Sample & Bailey, P.C. for FY2002.

Vicki Loveland

Seconded by : Sue Bennet

AYE 16 NAY ABSTAIN 1

Executive Director Performance Review and Salary Adjustment – John Schaust –

I move that we approve the Executive Director's Performance Review and salary increase as presented.

Seconded by : Nancy Herwig

I move that we go into Executive Session – Nancy Herwig

Seconded by: Sue

AYE 17 NAY ABSTAIN

I move that we go out of Executive Director- Tom Mullin

Seconded by: Donna Richardson

AYE 17 NAY ABSTAIN

I move that we postpone the motion until Saturday. – Nancy Herwig

Seconded by: Donna Richardson

AYE 17 NAY ABSTAIN

I move that we approve the Business Plan 2004 and Staffing Plan as presented.- John Schaust

Seconded by : Sue Bennett

AYE 17 NAY ABSTAIN

I move that we approve the FY 2004 Budget as presented- Vicki Loveland.

Seconded by : Lester Hodgkins

AYE 16 NAY 0 ABSTAIN 1

I move that we approve a bonus plan for staff equal to 20% of operating surplus from the National Office budget from the previous year with 15% distributed proportionate for each person based upon salaries and with 5% of that to be apportioned by the Executive Director to staff based upon a peer feedback survey. – John Schaust

Seconded by : John Schaust

Seconded by : Evie Kirkwood

Friendly amendment John Schaust, approved

Add “starting in FY2004”

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I move that we approve a bonus plan starting in FY2004, for staff equal to 20% of operating surplus from the National Office budget from the previous year with 15% distributed proportionate for each person based upon salaries and with 5% of that to be apportioned by the Executive Director to staff based upon a peer feedback survey. – John Schaust

Seconded by : Evie Kirkwood

AYE 14 NAY 2 ABSTAIN 1

I move we direct the Executive Director to borrow up to \$1,000,000 from Wells Fargo Bank for building a new 8,500 square foot office at 230 Cherry Street with no more than \$750,000 to be financed long term as a mortgage.

Vicki Loveland

Seconded by : Nancy Herwig

AYE 17 NAY 0 ABSTAIN

I move that staff be directed to enter into a contract with Wichita, Kansas as the site for NIW 2007. Evie Kirkwood

Seconded by : Pat Silosky

AYE 17 NAY 0 ABSTAIN

I move that staff be directed to enter into a new Memorandum of Understanding with U.S. China Environmental Fund. – Evie Kirkwood

Seconded by : Nancy Herwig

AYE 17 NAY ABSTAIN

I move that we replace the words of the mission statement from “natural and cultural interpretation” to “heritage interpretation”. - Evie Kirkwood

Seconded by : Amy Lethridge

AYE 16 NAY 0 ABSTAIN 1

I move that Heather Manier be approved to sign checks in the National Office, not to exceed \$10,000, in the Executive Director’s absence to meet emergency needs of NAI with all checks to be reviewed and approved by the Executive Director within 30 days. Vicki Loveland

Seconded by : Nancy Herwig

AYE 17 NAY ABSTAIN

Discussion Items

Board Reorganization Task Force - Tom Mullin

Electronic Newsletters Task Force - Bradley Block

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Discussion Items

Task Force Committee Members – VP Programs, board liaison, Paul Caputo, staff liaison, Sue Bennett, Carol Leasure

International Programs – Lisa Brochu

Elections Policy Task Force – Sarah Blodgett

Collaboration with other organizations – AAM, ANCA, AZA, NAAEE – Tim Merriman and Lisa Brochu

CUA and Scholarships – Tom Mullin

Modifications to NIW Manual Policy – Evie Kirkwood

Crossroads of Culture- Debra Riley

March 11-13,2004 Capital Holiday Inn, Washington DC –Section meeting(CILH, CINP, AEE)

Certification Update

Meeting Recessed 5 pm

Saturday, Nov. 15, 2003

Meeting started 10:30 am

Members not in attendance, Amy Lethbridge

I move that we go into Executive Session. Sue Bennett.

Seconded: Sarah Reding

AYE 16 NAY 0 ABSTAIN

I move we go out of executive session - Bruce Stebbins

Seconded Lester Hodgins

AYE 16 NAY ABSTAIN

I move that we approve the Executive Director's Performance Review and salary increase as presented. John Schaust –

Seconded by : Nancy Herwig

AYE 16 NAY ABSTAIN

Annual Business Meeting – Nancy Herwig

Sectional Travel

I move that the following motion be rescinded: "I move the Bylaws of NAI Section 4,be amended with the added statement "All sections will contribute an equal percentage from their treasuries to cover the travel expenses of the section chair representatives at each regular or special meeting of the board of directors as needed". Tom Mullin

Seconded: Faith Duncan

Withdrawn

Board Reorganization

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I move that the National Student Scholarship award program be administered by the College of Universities and Academics Section. – Tom Mullin

Seconded by: Faith Duncan

Friendly amendment by Tom

I move that we transfer the administration of the Student Scholarship Committee to the CUA Section.

AYE 16 NAY ABSTAIN

Set Spring 2004 Board Meeting Date- Possibly 3rd week in June

I move that we adjourn. John Schaust

Seconded by Carol Leasure

ADJOURNED 12:12 p.m.

Respectfully submitted by Nancy Herwig, Secretary