

September 9, 2016
Oklahoma City, Oklahoma

The board convened at 9:01 a.m. CST

Board members present:

Robin Ozz, Deborah Daiek, Annette Cook, Patrick Saxon, Meredith Sides

Absent: None

Discussion Items:

1. Review of August Minutes (Board)

Motion to approve the minutes from August board meeting

First: Annette Cook

Second: Deb Daiek

Motion Passed 4-0

Specific Action Items: None

2. Budget (Patrick Saxon)

- Patrick believes it is time to balance the budget on the back of a conservative 2017 conference revenue figure. Our revenues have been declining substantially, possibly due to a number of different factors. NADE is still in solid financial shape, but sustained annual losses may lead to financial difficulties.
- We need to consider what a conservative estimate for 2017 might be and also set our NADE budget strategically and somewhat conservatively so the organization does not overspend.
- General discussion about the budget and priorities of the organization.
- Discussion about surveying the NADE membership about the *Journal of Developmental Education*. Questions might include things like, would you be open to receiving the journal online or up to 70% of your membership fee goes toward providing the journal; we are assessing how important the journal is to you.
- In response to the Commonwealth Bank account agreement, it is noted that the treasurer has full access to and authority for all banking transactions.

- We are going to combine research fund and scholarship/awards fund and begin soliciting donations. Meredith will talk to Veronica about making a donation option somehow prominent on the new website, and we will begin putting this donation opportunity in the newsletter and maybe even the NADE Digest.
- Discussion about how the accreditation commission's carryover numbers do not seem to match other numbers.
- Discussion about extended memberships. The board wants to take the 3-year option off of the table. From now on, there will only be the option of renewing each year.
- Conducted a line-item analysis of the projected 2016-2017 budget.
- Decision was made to remove the advisory council line item and event for the next year's conference.
- NADE needs to get the financial records from the 2016 conference team. Annette is sending an email to make it clear that the organization is up against an IRS deadline for this information that should have been sent months ago.

Motion to put a moratorium on new requests for fee waivers.

First: Patrick Saxon

Second: Meredith Sides

Discussion

Motion Failed 2-3

Specific Action Items:

- Meredith
 - Talk to Veronica during October meeting in Tuscaloosa about making a donation button or something similar prominent on the new website.
- Robin
 - Ask Pat to remove the 3-year membership option
- Annette
 - Send email to 2016 conference team

3. National Partners (Board)

- The national partners want to pay Robin and Deb for the work that they will be doing. However, Robin and Deb do not agree to this proposition because it is not ethical, in addition to being a lot of additional work and a large amount of money and years of work involved.
- Discussion about contracting this work out, as NADE does with some of the organization's other work.
- Discussion about the capacity of the organization to do this sort of logistical work.

Specific Action Items: None

4. McCabe Conference 2017 (Board)

- Deb offered to have it at her school (Schoolcraft) next year. The cost for NADE would be inexpensive in this case. The main thing we have to figure out is the possible dates. The date the board is considering is Friday, July 28, 2017.

Specific Action Items:

- Deb
 - Confirm whether the McCabe conference can be at Schoolcraft next year on that date.

5. December Meeting (Board)

- The board is flying in the 1st, meeting the 2nd and 3rd, and then flying out the 4th. We are staying at the Alexandria Courtyard. This meeting will be about finalizing the items needed for the conference, among other things.

Specific Action Items:

- Board
 - Make travel arrangements for Alexandria, LA, December trip.

6. President-Elect's Report (Deb Daiek)

- Karen Patty-Graham has noted some changes that might need to be made to the bylaws and PPH. Meredith needs to review some of the changes, paying special attention to the deadline on the awards and what Tammy has requested.
- Discussion about the NADE Digest. Naomi is interested in getting some individuals to help her review the Digest.
- Discussion about revising the NADE picture to better reflect the diversity of the organization. Robin is going to send Meredith the new picture/information and give her administrative rights on the Facebook page.

Specific Action Items:

- Robin
 - Find a new picture to send to Meredith for Facebook page.
 - Give Meredith admin rights on the Facebook page.
- Meredith
 - Review potential bylaws/PPH changes

Adjourned at 4:45 p.m. CST