

Board of Directors Meeting
January 6, 2009

Members Present: Leah Fiorentino (Presiding), Alison Wrynn, Cathy Buell (for Marilyn Buck), Gib Darden, Ann Boyce, Betty Block, Ginny Overdorf, Anna Marie Frank, Sam Hodge, Bill Forbes, Mike Metzler, Richard Oates, Anne Stewart (for Vanessa Fiaud), Ron Feingold (proxy for Mel Finkenburg), David Claxton (Secretary).

1.0 Call to order

Leah Fiorentino, 2:15 p.m.

2.0 Approval of minutes of January 3, 2009

Minutes from the pre-conference meeting were not available. President Fiorentino will send them as an email attachment later.

3.0 Approval of agenda: Agenda was approved without discussion.

4.0 Parliamentarian (Ron Feingold):

4.1 Ron Feingold set ground rules for the meeting. He reminded us that the executive secretary and those in appointed positions may not vote and are there as a resource, but not to speak.

4.2 With the changes to the bylaws, the chair of the Membership Services committee will be a voting member of the board of directors, the current sitting committee chairs will become sub-committee chairs and therefore no longer have voting privileges on the BOD in 2010.

5.0 Announcements:

5.1 Leah Fiorentino introduced the board members.

5.2 Sam Hodge gave the convention report

5.2.1 138 registrants

5.2.2 Income from the convention totaled approximately \$26,075.00

5.2.3 Total expenses totaled approximately \$21,373.61

5.2.4 Sam Hodge purchased two LCD projectors for use at the convention at a cost of \$1,300 in lieu of renting two projectors for a cost of \$1,000. He offered to keep one or both projectors, and stated that if NAKPEHE wanted to buy the other one, that would be OK.

5.3 Leah Fiorentino announced the tentative dates for the next NAKPEHE board meetings: April 2 and September 16 or 17.

6.0 Officer reports:

6.1 President: Leah Fiorentino reported

6.1.1 New Board structure

6.1.2 She supports the efforts to work with AKA

6.1.3 Gordon Schmidt, Richard Oates and Mel Finkenburg will pursue a service package for tech support for NAKPEHE.

- 6.1.4 Greg Letter will chair a presidential taskforce and will provide a report at the spring meeting about marketing initiatives
- 6.2 Past President: Bill Forbes reported feeling good about the 2009 NAKPEHE conference and the presentations.
- 6.3 President Elect: Mike Metzler said “So far so good”.
- 6.4 Vice President: Alison Wrynn reported on the 2010 NAKPEHE convention.
 - 6.4.1 Convention costs will not exceed this year.
 - 6.4.2 Scottsdale convention site will not be asked to provide internet in the meeting rooms (cost prohibitive).
 - 6.4.3 The Scottsdale convention site provides free in-room wireless internet.
 - 6.4.4 Members presenting will be asked to bring LCD projectors.
- 6.5 Vice President Elect: Richard Oates – no report
- 6.6 Secretary: David Claxton – no report
- 6.7 Executive Secretary/Treasurer: Ginny Overdorf:
 - 6.7.1 Provided the proposed 2009 budget
 - 6.7.2 Clarified that an annual NAKPEHE membership runs from December 1 through November 30.
 - 6.7.3 We need to address the issue of members who attend the convention without paying their membership dues.

7.0 Committee Chair Reports:

- 7.1 Awards Committee: Cathy Buell reported that the committee will review and agree upon definition of criteria for NAKPEHE awards prior to reviewing nominees.
- 7.2 Bylaws: Betty Block asked us to let her know if we recognized changes that were needed in any bylaws, and reminded us that bylaw changes may impact operating codes.
- 7.3 Nominations and Elections: Ann Boyce reported that nominees for next year’s elections will be selected by March and that their names will be communicated to the membership in March.
- 7.4 Foundations: Ron Feingold (on behalf of Mel Finkenburg) reported:
 - 7.4.1 The recommendation of a new title for the Executive Secretary and expansion of the duties to include greater oversight of the convention. The Foundations Committee report will be made at the spring Board of Directors meeting.
 - 7.4.2 When the new title and duties are determined, a search will commence for the Executive Director.
- 7.5 Future Directions: Mike Metzler reported that the committee is getting ready for May and June.
- 7.6 Membership: Gib Darden reported that Camille O’Bryant would be representing NAKPEHE at AAHPERD to recruit new members, that we may be conducting a member survey, and we may have new awards.
- 7.7 Public Affairs: Anne Stewart (on behalf of Vanessa Fiaud) reported tentative projects such as the creation of an experts list, a newsletter, and a get to know each other activity session at the NAKPEHE convention.

8.0 Presidential Appointments reports

8.1 Necrologist: Anne Stewart reported that we need to be sure to include a Necrologist report at next year's convention.

8.2 Oral History: Steve Estes was recognized for his work at this year's convention with the oral history project.

9.0 Old Business:

9.1 We discussed the hiring of a Conference Manager for the 2010 convention with the following guidelines:

9.1.1 Compensation will include \$1,500 salary, hotel room at the conference, membership and registration fees, all to come from the conference budget.

9.1.2 Responsibilities include working with the vice president on presentation proposals, registration matters, preparation of name tags, and distribution of conference packets (full job description in hand-out).

9.1.3 This is for the 2010 convention only at this time.

9.1.4 Vice President will select a nominee for Conference Manager and recommend the nominee to the Board of Directors.

9.1.5 Motion to hire conference manager (Ann Boyce), Seconded (Betty Block), Passed.

9.2 Steve Estes is working on an "Applied Leadership" summer seminar in conjunction with Missouri Western University offered at the Army base at Fort Knox, KY, for 2009. NAKPEHE may be a co-sponsor of the seminar with Missouri Western. The seminar would be open to Kinesiology and Physical Education leaders and would be free to NAKPEHE members. More information will come out about the seminar at the end of January.

10.0 Action Items and motions:

10.1 Leah Fiorentino suggested we cancel the NAKPEHE board meeting coinciding with AAHPERD and have a teleconference instead. Moved (Alison Wrynn), Seconded (Bill Forbes), Passed. Leah Fiorentino will contact AAHPERD to cancel the AAHPERD meeting space.

10.2 Leah Fiorentino suggested we have three teleconference board meetings in 2009: one in early April, one in early July, and one in early November. The meeting should not occur without the participation of the full executive committee, subject to their availability. Moved (Alison Wrynn), Seconded (Richard Oates), Passed.

10.3 Further discussion ensued regarding the teleconferences. This may entail a \$40 per month fee that will be available for unlimited Board of Directors and Committee use. Motion (Alison Wrynn), Second (Bill Forbes) to charge the Technology Committee to have a recommendation on a teleconference provider in place by mid-February for the spring Board meeting. Motion passed.

- 10.4 Motion (Alison Wrynn), Second (Richard Oates) to instruct the Foundations Committee to create a job description for the NAKPEHE Executive Director. The job description should be ready for discussion at the spring Board meeting. Motion passed.
- 10.5 (Information only) The Technology committee through Mel Finkenberg, Gordon Schmidt, and Richard Oates will explore a full service package for a one-stop-shop for NAKPEHE's web site and member services and will provide for the Board a cost/benefit analysis.
- 11.0 New Business:
- 11.1 Motion (David Claxton), Second (Betty Block) to reimburse Sam Hodge approximately \$600.00 for the purchase of one of the LCD projectors he bought for use at the 2009 NAKPEHE convention. Sam Hodge is to provide a receipt for the projector, and President Elect Mike Metzler will take possession of the projector and bring it to the 2010 NAKPEHE convention. Motion passed.
- 12.0 Board of Directors meeting adjourned at 4:02 p.m.