

# NAVAC Conference Meeting

6/14/18

Boise, Idaho

Attendees: Saydie DeRosia-OR, Janet Koupash-NY, Nicole Kipphut-NH, Mary McCaffity-TX, Mary Roche-IA, Keir Chapple-GA, Spiro Koinis-CO, Nolice Edwards-CA, Jeri Costa-WA, Lisa Kinard-FL, Kim Evans-MO, Lydia Newlin-MN, Monica Chambers-CO, Lorie Brisbin-NIC, Traci Lederer-NH, Daniel Torrez-AZ, Karin Ho-SC, James Miller-GA, Brittany Anderson-MN.

Meeting called to order at 1:17pm by Monica Chambers.

Election Ballet Closing:

Election will close at 5:00pm today. The officers will take office 45 days from today.

By-laws:

The by-laws were rewritten in March on the website. The schedule and fees are different. After the conference, the new fees will be implemented. Added to the by-laws was the ability for 2 at large members (board positions) to be appointed.

Lorie Brisbin, James Miller (JP), and Daniel Torrez are interested in these positions. The 2 at large members will have full voting powers. These positions will be appointed by board majority vote and they are 1 year terms.

It was noted that there are 2 members from juvenile that are very involved with NAVAC and there is no juvenile position written in to the by-laws but it would be important to have.

Business Manager:

Lydia suggested hiring a business manager as we have been operating without one and it is quite a bit of work including registrations, membership, and taxes. Most

organizations hire someone to manage these things and it will help keep everything in one place.

Treasurer's report:

Current balance is 34,476.21. The conference cost is 12,568.87 and we already paid a \$5,000.00 deposit leaving a balance of \$7568.87.

Re-occurring Expenses: website--\$253.80 per year (21.15 month)

Banking--\$360.00 per year (30.00 month)

Upcoming Expenses: deposit 2019 conference \$5,000.00

Balance remaining: \$21,293.54

Committee for bylaws—used what other agencies had. Jeri Costa did most of the work and helped with filing taxes.

Lydia acknowledged Brittany for helping register with Secretary of State in Massachusetts, non-profit status--\$15.00 fee—we are good til June 2019. We need to register every year. Now we can do official name change that the bank and IRS are satisfied.

Lydia and Brittany sent out the invoices.

Bank was changed by board vote from Bank of America to US Bank as Bank of America froze the funds. There are now two separate accounts—one contains money from the grant. Monica, AnnMarie, and Lydia are the only signers. The Chair and the Treasurer must be signers.

We are unable to close our Bank of America account—currently \$7.00 balance and they are charging us \$20 per month because balance is under \$1,000.

Money is received through conference fees and membership fees. Fifty-five people attended the conference this year. Nolice suggested we find out why people didn't come and meet their needs.

2019 Conference Site:

Louisiana, Arizona, Florida are interested in hosting. Survey monkey will go out to see where people want to go.

Mary asked if people are interested in having a private blog on the website. There was interest expressed. Mary will ask people to submit for the blog.

Meeting adjourned at 1:46p.m.

Respectfully submitted,

Traci Lederer, MS