

NAI Region Six Fall Board Meeting Minutes

Teleconference Call

1:05 p.m., August 30, 2016

In attendance: Lisa Cole, Jay Schneider, Laura Motley, Clark Hancock, Jeanette Larson, Stephen Brueggerhoff, Robin Gabe, Jerrel Geisler, Rebecca Sellers, Mel Harvey, Michelle Soenksen

Absent: Shelley Flannery, Katie Raney, Tara Humphreys, Pat Silovsky, Donna Horton, Rusty Scarborough, Don Simons

Officer/Chair/State Coordinator Reports

Director's Report – Jay Schneider

We have these agenda items for the meeting:

- Board Changes-Laura Motley is stepping down as Awards Chair. Jay will ask the Awards Committee members whether any will step up as chair. Rebecca is our new Scholarship/Prof Development Chair. Jay will get her the info she needs for the position. Jerrel has joined us as co-news editor. Donna is our new OK Chair.
- 2016 National Workshop Update (Clark)—Corpus Christi. Things are looking good. Registration and hotel bookings are about where they need to be. Plenty of openings in field trips. They are looking for volunteers; please pass it on. Remember to early vote before you go, the conference overlaps Election Day.
 - National Booth—we'll have one. We will do a raffle for a basket--either have AR do one or have each state do one. Clark: multiple raffles do work well, if we have them close at different times. We also have had games people could purchase chances at during other workshops. The money earned last year was enough to cover the cost of the booth. Jay will ask each state coordinator to work on a basket. Jay will also take on the booth setup/break down and will get a work schedule out so we can begin to fill volunteer slots.
- New Fundraising Proposal—see new business
- Region Six Lapel Pins—see new business
- Officer Reports
- State Reports

Deputy Director's Report—Clark Hancock

It sounds like Lori Spencer and the Arkansas crew have everything under control for the 2017 Workshop. They have embraced the College Bowl idea and Hollie Berdeja has taken the lead on its organization this year.

Lisa Cole and Elizabeth Bittner have stepped up to co-chair the 2018 Workshop in Texas. A specific venue is being researched but it is looking like the Fort Worth area is the prime candidate. Heads up, Kansas: the wheel rolls your way for 2019.

Corpus is looking good. We urge members to check out the conference website for registration information. Volunteer opportunities are available. The next National to visit our Region will be New Orleans in 2018.

I am looking forward to seeing everybody in Corpus! Remember to make plans to early or absentee vote since Election Day, November 8, occurs during the Conference!

Secretary's Report –Lisa Cole

Thanks to everyone who found time to respond to my tardy request for information for this document. I appreciate your support!

Treasurer's Report—Mel Harvey

Balance

- 2nd Quarter - \$34,334.39 was the balance as of June 30, 2016 and everything from Springfield is now complete. Last meeting: we had \$36,000...this was because we were still working on getting registrations in from Springfield, but had not paid all the bills yet. Springfield did not lose money.
- While AMI has officially dissolved as an NAI chapter, we may see some money come out of our account in the next few months as they have requested some of the money back that they originally paid in. We are waiting to see how this settles out. It sounds like we will pay back the funds that were raised for the \$3,600 scholarship fund by AMI at last year's conference. The original funds deposited by AMI when they joined NAI also will also be refunded, about \$5,000...altogether between \$8,000 and \$9,000.

Springfield, MO Workshop Final Status

- \$4,374.87 was made as a profit and \$6275.61 was raised during the auction for financial aid scholarships.

Other Items

- The proposed 2017 Regional Budget is attached. Mel has not submitted it yet, so please let her know if there are any needed changes.

Awards Chair's Report –Laura Motley

Laura will be stepping down as chair. We are hoping one of the committee will step up as chair. Tara may need to step off of the committee too. We are continuing to more closely align our criteria and process with the National process. The deadline for nominations is coming up on November 15.

For now, Laura will be the contact for questions re: awards.

Election Chair's Report –Robin Gabe

Upcoming elections:

In the fall of 2016, electronic elections will be held for the positions of Deputy Director and Secretary. There is one candidate running for Deputy Director (Chris Pistole) and two for Secretary (Holly B, Mystina Swain).

The next elections will be in the fall of 2017 when we'll cast votes for the positions of Director and Treasurer.

Please send any interested individuals my way for future elections. Even if someone says, "Not now but maybe later," send me their name so I can add them to my list of people that may be willing to serve.

Membership Chairs' Report –Jeanette Larson/Shelley Flanary

Working on a report and will email it to the Board.

Newsletter Editors' Report—Katie Raney and Jerrel Geisler

The newsletter is going well with the addition of Jerrel Geisler as co-editor. Please continue to submit state reports, articles and photos to benefit our membership! Deadline coming on Sept. 6 for next issue.

Scholarship Chair's Report—Rebecca Sellers

Info and applications are updated on the web site and Facebook page. Please spread the word. Rebecca has updated the flyer that goes out to professors. Clark said he would send Rebecca a list of university contacts to include in the contact list for the flyer.

Website Report—Stephen Brueggerhoff

The Region Six website will be advertising 2017 Region Six Conference in Rogers, AR. Also, notice will be posted at our web site linking to the National Conference in Corpus Christi.

Current board appointments and contact information is up to date. Please email webmaster Stephen Brueggerhoff directly ASAP if your contact information needs updating. Remember that we provide this information to our regional and national members as a courtesy.

Stephen is requesting commitment from each state representative for a monthly article featuring a regional, site or individual initiative/program/article of interest. The article does not have to be lengthy (ala print publication length); rather, a means to continue to update our membership and national/regional colleagues of the great work and opportunities available from Region Six. The article can be posted on the website as a "blog" through Stephen and/or posted on Region Six Facebook website/account. Stephen can provide a "map" to schedule colleagues in each state.

In discussion, suggestions of contributors were submitted from various people. The idea was well received, so Stephen will work on it. Jay will add Stephen to the Region Six membership dashboard, so that he can access the membership list.

Jerrel suggested that we make sure blog and newsletter content are not redundant.

Arkansas State Report—Don Simons

No report received.

Kansas State Report—Pat Silovsky

No report received.

Louisiana State Report—Rusty Scarborough

No report received.

Missouri State Report—Michelle Soenksen

- The new Echo Bluff State Park opened July 30.
- Passport Program kicked off in Missouri State Park in April through October 31, 2017.
- Missouri State Parks celebrating 100 years next year. Already kicked off and working up to the anniversary.

- Prairie State Park will be having their Prairie Jubilee Celebration on September 24.

Oklahoma State Report—Donna Horton

I have begun to gather a committee to organize the 2020 Region Six workshop. We have eight people so far. We are looking at three possible sites: Bartlesville, Lawton, or Sulphur. Once we get past Labor Day, the committee will meet, probably at one of the three sites to look over possibilities. We will choose a chair and start divvying up responsibilities at that time, too.

If possible, could we get a long-range calendar for the due dates for Visions reports? Maybe for the next year or so?

Texas State Report—Tara Humphreys

No advance report received.

Action Items

1. Approval of Minutes from Spring Region Six Board Meeting

Mel moved; Lisa seconded to accept. No discussion. Motion passed.

2. Region Six Fundraising Opportunity

Grady Manus is still interested in publishing a book of poetry as a Region Six fundraiser.

Lisa suggested that we see a sample from Grady for us to consider. Jay will ask John Miller to give us that.

Clark moved to tentative approval of this project, which will be determined for approval by the Board pending a sample from Grady. We will vote via email. Lisa seconded. The motion passed.

3. Lapel pins

The Arkansas workshop committee suggested that the Region take on the task of providing a lapel pin with the Region Six logo to be distributed to members. If the workshop committee also wants to provide a pin specifically for that year's Region Six Workshop, that would be up to them. Mel noted that the logo is already on file at Hogeys, Inc. We could easily order a logo pin that could be sold to the membership. Clark moved that the Board allocate \$500 for lapel pins and go ahead and order them for resale and use for the membership. Mel seconded. Discussion: Jay will let us know if the amount will be more than that. The motion passed.

4. Scholarship Funds

A question has been raised: If scholarship funds are also available for professional development (training, attendance at National Workshop, etc.), we should have a plan for that. Rebecca will develop a plan we can adopt. Mel suggested that she look at what other regions are doing to find a plan to implement. Jay will support Rebecca as she researches.

5. Region Six Marketing Plan

Clark Hancock will begin working on this. He will be seeking committee members to assist. He will contact John Miller, since it seems to tie to his work in promotions. He will ask for input from Stephen as well. Jay suggested a reach out to Lori Spencer too.

6. Post-Workshop Survey in Arkansas

Mel is researching a tool that can be used to survey workshop participants. The online survey will check not only participant satisfaction, but also try to measure local economic impact to help workshop committees “sell” the workshop (and discounts) to venues. Clark suggested Mel contact Paul Caputo for a resource NAI might have for surveys. The info would be valuable not just to us but to NAI as a whole. Also...Deb Tidwell at National might already have some data re: economic impacts to share.

7. Spring Board Meeting will be 3 pm, February 26 in Rogers, AR

Clark moved for adjourn, Lisa seconded. Jay Schneider called the meeting to a close at 2:34 p.m.

Attachment 1: Proposed 2017 South Central Region Budget

Acct. codes		Region 6	TOTALS
Beginning Line of Credit w/ NAI FY 2015			\$0.00
PROJECTED INCOME			
4100	Training / Workshop Revenue	\$21,300	
4200	Member Networking Revenue		
4300	Fundraising Revenue	\$6,700	
4400	Miscellaneous Income		
TOTAL INCOME		\$28,000	\$28,000
PROJECTED EXPENSES			
5100	Training / Workshop Expenses	\$21,300	
5200	Member Networking Expenses	\$150	
5300	Administrative Expenses	\$50	
5400	Fundraising / Scholarship Expenses	\$6,000	
5500	Miscellaneous Expenses	\$500	
TOTAL EXPENSE		\$28,000	\$28,000
NET SURPLUS		\$0	\$0

NOTES:

Workshop is in Arkansas this year. Workshop Revenue figures about 150 people at the \$142 early bird registration rate.

Misc. Expenses include awards and plaques given out at the workshop.

Fundraising/Scholarship Expenses - Scholarship/Professional Development Auction raised \$6000 in Springfield, MO 2016.

Attachment 2:

Proposal to NAI Region 6

Publication of:

the nature of things

A collection of poetry by Grady Beavin Manus

Photographs by Lynn Youngblood

From Grady, back in fall 2015: *Lynn and I would like to offer to Region Six this book as a fundraising gift. The book is a collection of both previously published and unpublished poems that are nature centered. These are, of course, original works. We have suggestions for the printing of the book, but the final decision would rest with you.*

These are the arrangements that we would like to make. Questions and comments are encouraged as we want this to be a benefit to the Region. Firstly, we would like you to entertain the dedication of moneys raised from book sales to the scholarship fund. We both wholeheartedly support the scholarship program and would like to see it enhanced. The particulars would be as stated below. The figures used are approximations. The final draft of the book is near completion so a few items such as final page count may vary slightly.

From John Miller: I have an update and proposal regarding the Grady Manus Poetry book as a possible fundraiser.

First, I have been in contact with Grady Manus and he is still interested in the book publishing and sharing the profits 60% (Region 6) and 40% (Grady) if we pay for publishing and selling of his book. Grady's schedule has been hectic this spring and summer, but we are ready to put a proposal for consideration of the Region 6 Board.

Background: Attached is the original proposal, but with a 2016 update/correction of the profits for his 50-page poetry book with color pictures. Grady is doing the layout and will be contacting the company for the "print on demand" process. He hopes to have that all completed by mid-Fall and ready to go into production in early 2017 – just in time for the Region 6 Workshop in Rogers AR.

COSTS:

Grady will verify the original pricing, but we are looking at a printing cost of \$8.00 per book. Grady had estimated the cost per book at \$7.40, so I am being conservative just in case the price has gone up. If the price is still the same, we will make an even bigger profit than proposed.

Grady had said that the publisher may give a 40% discount for orders over 50 books. That brings our cost down to \$4.80 per book (which is fantastic!)

QUANTITY:

Even though that that is a great discount I feel we should NOT print 1000 copies the first time around. I would rather we start with a very manageable number of 200 copies. Remember that we did 1000 copies of the "Whisper on the Wind" CD and it took nearly 10 years to sell them at \$15 and \$10 each.

PROFIT:

Printing 200 copies of the book at \$4.80 each would cost Region 6 a total of \$960.

Selling the books at Grady's suggested price of \$20.00 (reasonable) would bring in \$4000

Removing the printing costs, brings the net profit of \$3040. (*We would at least recoup the printing cost with the sale of 48 books; the remaining 152 books are pure profit*)

60% of \$3040 is \$1824 (Region 6's profit) or \$9.12 per book

40% of \$3040 is \$1216 (Grady's profit) or \$6.08 per book

If successful, we can turn around and print 200 more copies as needed. If the books do not sell as expected, the Region is not stuck with 1000 books in someone's basement (speaking from my personal experience!).

QUESTIONS:

- 1) Grady's Payment Status. I will need to consult with the NAI national office to see how we need to structure Grady's payments. We may need to designate Grady as a provider of 'contract services' so that NAI can make easy payments to him. It is more of a formality, but it will need to be in line with NAI's non-profit status. It should not interfere with our proceeding with this project since it will not start until 2017.
- 2) Royalty Rights and Intellectual Content Ownership. I will also need to consult with the NAI national office how to handle any royalty fees for ownership of intellectual content. I have a feeling that we will just need to have Grady sign a document allowing NAI Region 6 to use the book under a standard contract. Again, this will probably be just a formality.
- 3) Region 6 logo. Do we want the Region 6 logo on this book? If so, we (Region 6) will need to get written permission from the NAI national office to do so.
- 4) Please let me know if you have any other questions.

With all of the above said, I would like to make the following proposal for the upcoming NAI Region 6 Board Meeting: **I propose that the South Central Region (Region 6) budget for 2017 the amount of \$960 for the printing of 200 copies of the Grady Manus Poetry book for which the Region will split the profits 60% to Region 6 and 40% to Grady Manus; all of which will be approved by the Advisory Council and NAI Board of Directors prior to printing.**

I welcome questions, comments, or revisions.