

NAI Heartland Region
Spring Board Meeting
Wednesday, April 6, 2016
9:00 AM – 12:30 pm
Room at Ramada Inn, Bismark, ND

Present: Nina Baki, Becky Lambert, Laura Kohn, Bob Carter

Call to Order: 9:00 am

1. Agenda Approval - Becky made a motion to approve the agenda, Laura seconded.
2. Introductions
3. National Updates – Bob
 - a. Organizational Unit Manual Development Update
 - i. A conference meeting was held by the advisory council 2 weeks ago to discuss the development of the organizational unit manual. Regional manual was revamped in 2010 and was used as a starter or skeleton, but there are so many things in the regional manual that don't apply to the new organization units. The advisory council needs clarification about organizational units lead on monies/finances, national workshops in regions, etc as it applies to national bylaws. So advisory council is passing this agenda item on to the national board for clarification.
 - ii. A draft of the OU manual is scheduled to be done by summer after national responds. After the draft is complete, it will be passed on to nationals for approval
 - b. Scholarship procedures is being discussed by national board. The discussions include: different opportunities for scholarships like CIG and non-NAI professional development. Hope to hear by nationals about scholarships after summer. Becky suggested we start discussing different scholarship opportunities now for the region.
4. Budget Update:
 - a. Unaudited 2015 report indicates: income for the year = \$74,913.85 and expenses for the year= \$54,906.43; indicating that we ended the year with a surplus of \$20,007.42 which increases asset account to almost \$50,000.
 - b. Income for this quarter maybe less than projected for the region and we may need to review budget after expenses/revenue comes in from workshop.
 - c. Becky noticed that national's website hasn't posted the last quarter of 2015 budget and wondered if there was a reason.
 - d. We discussed an earlier request that came through regarding scholarships and made certain that in order for folks to receive scholarships, they need to be members when applying in order to receive the scholarship, including students.
 - e. We discussed creating an opportunity to for students to receive grant like monies for membership. Becky said we can add a student membership grant to the grant line item budget that will allow students to apply for membership opportunities. Some requirements discussed include: students must be at a full time status, a letter from university/college faculty or staff verifying full time student and a 200 word statement

- on why the student wants to be a member of NAI. There will be a deadline requirement. Awardees will be selected through a non-juried drawing.
- f. Becky made a motion to approve this grant and begin it this fall, Nina seconded.
 - g. Becky will announce this at the membership meeting on Thursday.
5. Workshop Update – Laura
 - a. ND – 2016 – 70 people registered
 SD – 2017 in Deadwood, will give presentation at this workshop
 MN- 2018
 WI – 2019
 MB – 2020 it's the Manitoba Sesquicentennial!
 - b. Workshop Attendance – what are ways we can enhance attendance at conferences?
 - i. LK: there is an ebb and flow of attendance. Can we offer a live webinar at our regional workshop to get people tapped in to a concurrent session as an alternative way for people to attend?
 - ii. BC: Region 10 had a virtual workshop...maybe we can reach out to them and find out what went into offering a virtual workshop and the successes of virtual workshops.
 - iii. LK: Can we add to the promotion chair's description in the workshop manual a list of suggestions for advertising regional workshop to potential groups of like organizations in the area where the conference is being held? Laura will reach out state/province reps to get ideas of like organizations.
 - iv. LK: Ensure committees follow the manual and timeline of progress in planning a conference
 6. Regional Elections Bob
 - a. New bylaws require at least 3 officers for organization units (Director, Deputy, and Treasure/Secretary). Organizational units can work with what works best for each OU. We will continue with 2 year terms. Director and Treasurer are both up for reelection at the end of the year.
 7. Service Recognition Ideas
 - a. Bob would like to recognize members who retire from the leadership team and is seeking ideas for types recognition.
 - b. Plaques? Clothing - fleece? Blankets? USB Flash Drives? Should gifts be unique for each individual? What is the price? Can the cost come out of Administrative Expenses line item? We will discuss this more next meeting.
 8. Leadership Council Reorganization
 - a. Key leadership positions include: awards, scholarships, mini grants, membership chairs.
 - b. Lewis Major officially resigned as fundraiser chair. BC proposed and we discussed the need to fill this position or maybe leave the fundraising to each workshop committee and dissolve fundraising position? Since conference committees have been including fundraising in the planning, it was decided to not fill the fundraising position and leave it up to each conference planning committee.

- c. Jeff Boland would like to step down as chair and is willing to stay in position until someone replaces him. There are a couple of possibility for awards chairs, Bob will get in touch with these perspectives.
 - d. The idea of creating a regional curator position to help keep track of MK flag and its tracking system, committee and leadership members, on-line archive, regional display etc was discussed. This person will report to secretary. Laura will discuss this new position at the membership meeting.
 - e. We discussed the need for a new regional display with updated logo. We would like to put a call out for proposals for members to create a design for a new regional display. Bob will draft a call and share it with board.
9. Regional Website
- a. LK sent out a regional event calendar to board. This will be a working document and published on our website.
 - b. BC will reach out to Trish to list a couple of the past workshops, current workshops, and future workshops along with state/province rotation and to add link on rotation page to conference manual.

Laura motioned to adjourn the meeting, Nina seconded. Meeting adjourned at 12:12.