

**NAI Region 5 Winter 2014/15 Board Meeting  
January 21, 2015  
Conference Call**

- 1. Update on National from Denver Advisory Council Meeting**
- 2. Regional Budget 2015-16 and beyond**
- 3. Regional E-Mail (agenda item suggested by LK)**
- 4. Evaluation of FreeConferenceCall.com**

**1:34pm called to order**

**Present: Bob Carter, Director; Laura Kohn, Deputy Director; Becky Lambert, Treasurer; Kim Compton, Secretary**

Quick update on next meeting: for the Face to face meeting on Wed of the spring conference – did not get conference rate for Tues night at hotel. Bob suggested that the line item in the budget for face to face meetings be used since we no longer meet in the summer – the region will cover the Tuesday night hotel for board members who have to travel a day early to make the 8:00am Wednesday meeting.

1. Updates on National from Denver Advisory Council Meeting:

Minutes from council meeting in Denver will be posted on the national website for all to see after they are approved. Bob arrived a few minutes late but he was there and summarized main points made as below.

NAI realizes that regions and sections need to be healthy in order for NAI to be healthy – willing to provide resources when possible for example, Deb offering to negotiate workshop contracts.

Some regions and sections that are barely hanging by a thread may be dropped but there will be more flexibility with the existing ones.

The Denver national was the biggest national in several years – well over 800 in attendance.

2. Budget:

The national office has very different numbers than we do for the approved 2015 budget. The numbers are incorrect and we do not know where they came from. National presumably had the wrong budget and thought it was region 5s? Becky has made the corrections by adding line items showing the national difference as either “national addition” or “national deletion”. The bottom line is that they already have a record for us for 2015 so we are going to work with it. The budget is projected numbers anyway.

Actual numbers were not listed on the budget document that Becky forwarded to us so we briefly discussed the current actual for 2014, noting that we do not have the final two quarters of numbers from the national office. Total revenue shows as \$32,542.49 with total expenditures at \$24,582. That gives us a surplus of \$7,960 but we know we just paid out the national scholarship last fall and had a couple other workshop expenses, leaving us approx. \$7,000.

We discussed the fact that our original projected budget was showing operating with \$14,000 loss. We had originally decided to spend our savings account when we thought we were no longer going to keep regional accounts and we wanted to give the money back to the membership in the form of scholarships and mini-grants. Now, it is true that regions don't have physical savings accounts but rather equity. It is still technically possible to operate at a shortfall because there is the equity account that we built over the years, but we would have to show that ahead of time. Our old "savings" account is not liquid and cannot simply be produced on command. The equity account currently has approx. \$37,000.

We double checked the Iowa budget to see what is projected for this year's workshop:

For 80 attendees – revenue = 30,525

For 80 attendees – expenditures = 25,136

Off-topic – Lewis was worried about low registration but we are all aware that registration begins slowly and are not worried yet – The dashboard for region 5 on the national office is viewable by officers and so Bob can check it out and see if it has workshop numbers – 20 so far

Becky has not been able to log on to see financials – is it a different log in or is it supposed to be the same as her membership log in? Bob investigated on the website as we spoke and discovered that Becky does not have access so Bob will contact national to fix.

In Denver, at the region 5 meeting, Bob did an impromptu survey of members, scholarships were the top priority. We just ended up with a surplus of \$7000 for 2014 – do we really want to bank that much? We should look at numbers as we approach nationals and increase the number of scholarships if we had a good year for revenue. And/or could we do a second round of mini grants or ask the coordinator if they would like to change the timeline on mini grants. (It still says that mini-grants need to do a display at regional workshop but they have not in 2-3 years).

Bottom line is that we have to wait for final actual numbers from national and see how the Iowa workshop goes and Becky will work with the board to create future budgets with the proper national format and with a balanced budget.

3. Regional email? We need a place to upload documents to share with others and it would also be nice to have an email address that stays with the region instead of officers having to use their personal emails to set up things like constant contact, etc. We could set up an account with a password so that all the information can be collected in one place and passwords can change as officers change. One suggestion was gmail and google docs? Another suggestion was to see if we can share because National office has a basecamp account. It was recommended that we ask the national office if we can set up our own email account. Kim will pursue.

4. Conference call.com No problems reported. The program will actually record but we forgot to set up a pin to do that?

Final notes:

Bob will start on agenda for March meeting – budget 2016 and strategic plan, especially in regards to new national changes. Send him any additions to agenda.

Re-iterated discussion to use face to face money for the extra night needed to get to regional workshop early for board meeting and decided we will put that in writing as a regular budget item.

Meeting adjourned at 2:49pm.

Next meeting at 8:00am on Wednesday March 18<sup>th</sup>, 2015. Lewis will have a meeting space set up for us.