

# **Northwest Association of Special Programs**

## **Board Meeting Minutes**

**Ellensburg, WA**

**Feb. 25<sup>th</sup>, 2010**

**Present:** Traci, Neil, Dean, Abby, Vicki, Odila, Don, Marc, Dely, Lois, Kato

**Not Present:** Kristin

**Meeting called to order: 2:08pm**

**Welcome:**

Neil is learning a lot in his new role of president. He is making a folder of what to expect and will be put in the file to pass on to the next presidents. The July board meeting will be Aug 5-7. We will meet at the conference hotel in Boise, have a walk through and get acquainted.

Neil is booked for the March meeting date. We have moved the meeting from March 26<sup>th</sup> to the 31<sup>st</sup>.

Neil suggested we share rooms in Boise to cut costs. Let Neil know via email who will room with who to begin the planning process.

**Approval of January Minutes:**

**Change** - "Dean reported that a **many** people were disappointed" - under the Name Change section of the minutes, first sentence.

Don and Kato 1<sup>st</sup> and 2<sup>nd</sup> the motion to approve minutes for January.

## **State Updates:**

**Policy Seminar Changes / Alaska:**

National TRiO was Day Feb. 15<sup>th</sup> in Anchorage. The event was very successful. It was the first on Anchorage's campus. 170 attended. Debrief meeting tomorrow and will forward pictures and information. Chair for National TRiO Day was Odila. Kato thanks her for helping and for doing a wonderful job. Made puppets for homeless. Put together supplies for kids in hospitals and homeless. 240 puppets and 175 bags were made.

**Policy Seminar:** Kato's travel department didn't approve request to make a change to Alaska's policy seminar alum travel. Lois had to pay for it. Alaska alum and rep. to policy seminar wants to change his flight, it costs 140 dollars for a change. Lois bought 2 one ways. Kato needs advice on the situation. Kato believes he is responsible for the change in amount. Kato has money in her account that could be allocated over, but questioned the policy to change. Don believes there is a bi law that has money allowed for travel. Believed to be \$3000.00. 1241.18 for room. He is within the 2000 budgeted. Lois can go ahead and make the change to use the whole 2000.00. Do we have to vote for this? Neil suggested it wasn't necessary if it fell within the allotted amount for travel. Tracy asked Kato if she wanted the board to be either supportive or unsupportive on this. Kato is okay calling him and telling him he is responsible for paying for the change. Lois and Kato have been emailing about the issue. More questions were raised on whether or not the alum would even go if we did not allow for the change. Kato will call him and tell him the issue was brought up to the board. She will explain the situation and see what he can or cannot do. Kato thanks Traci and Don for the advice. Lois suggested whether this is something we resolve on a case by case basis? It does set precedence. We may want to take a vote on this. A motion was in the process of being created, but withdrawn by Lois. The topic will be looked at in the next meeting. Marc looked at general travel guidelines and noted a 30 day notice in change. Kato will let Lois know what will happen.

**Idaho:** Tracy Birdsell

7 people are attending Policy Seminar, 2 alumni and 5 directors. Traci will send names of attendees to Neil. Details are still being finalized. Traci thanks Lois for helping in the process.

Congratulations to Traci for meeting their 10 for 10 campaign and received 2 free registrations to Policy Seminar.

Idaho is still waiting on their 501(c)(3) status. Vicki received a letter Friday from the IRS saying they needed more information about the application. Vicki put together the information and called numerous times, but hasn't gotten a call back. The paperwork in the mail and faxed it off yesterday. No word in response to questions and when they received the faxed paperwork.

April 29-30<sup>th</sup> Idaho will have their Idaho Assn. of TRiO Professionals Annual Conference. Neil plans on being there. Hopefully Idaho will have 501(c)(3) status by then. 2 UW students are planning on going and will use the NASP site to register. Lois sent her part on registration updating, but hasn't received word.

**Oregon:** Don Boderman

Phillip Dirks will be the team leader for Oregon.

Quan Nguyen will be the TRiO Alumnus from Portland State University.

3 of 7 congressional visits have been confirmed. Hoping the other appointments are confirmed soon. Don will forward schedule and final delegation to Neil as soon as it is finalized.

Oregon's Fact Book is being sent to the printers. Should be done a week before Policy Seminar.

501(c)(3) application has been partially completed and will complete soon.

Oregon received notification from Heath Alexander that Oregon was approved for \$1000 for a 1:1 match for our Alumni Leadership Conference.

The Alumni Leadership Conference has been moved from this spring to early October. This was done for many reasons. One being they are still looking for a location and another being the timing of a fall conference would work better for budget purposes in their respective programs.

Spring meeting is set for May 7<sup>th</sup> in Portland. Jeff Garner, ETS Director within Alternative Pathways will be hosting the meeting in the Portland area.

Oregon is developing a TRiO Association Directory to improve communication among programs. They currently have a pdf document with much information, but have a goal of having it complete and distributed to all projects before their spring meeting.

**Washington:** Dean Kelly

Washington has 3 Alum., and 11 staff set to go to Policy Seminar.

The new Fact Book should be done mid march.

Student access network in Washington is getting started. There is a March 9<sup>th</sup> meeting set and will have a TRiO delegation there to partner.

**College Rep.** – Nothing to report.

**Pre college** – Nothing to report.

**Active Non-TRiO** – Nothing to report.

**Name Change Update:**

Dean looked through board meeting minutes from last month, but did not see anything in the minutes to suggest what he was reporting upon. We had had a conversation on the topic, but no action plan attached to it. We were going to vote on the website for a name change. There were 5 names that came up and were going to be voted upon at NASP, but weren't. Dean can check with the web developer to put it up on the website for a vote. There was a question on whether or not we have to change the bi laws first. Lois suggests the bi laws did need updating. Lois will send Dean the names of those who attended the conference and shoot an email to those to vote and have name for the next meeting.

**Fair Share:**

Fair Share Chairs need to send Neil updates. Traci will ask Angelica to put Neil on list to receive Fair Share information. Fair Share coordinator for NASP Debra Walker- ETS Director should have information on Fair Share. Neil will get in touch with her.

**Budget Update:** Lois sent questions to Erik Jones (web master) about membership for 2010. It is online. Lois did a test membership to see how it was working and found a couple funky things so it is not quite ready to be sent out and be useable. Lois apologizes for not having a formal report for this meeting.

**Other:**

**Traci:** Idaho received a state initiative grant for their Fact Book as well. Kudos to them!

Traci moved to adjourn the 2010 Feb. NASP Board Meeting, Kato 2<sup>nd</sup> the motion. All approved.

Meeting was adjourned at 3:05pm.

**Next meeting:** March 31st at 2:00pm