

NORTHWEST ASSOCIATION OF SPECIAL PROGRAMS
ANNUAL BUSINESS MEETING
MINUTES

Tuesday, October 25, 2011

Davenport Hotel

Spokane, Washington

8:00 – 9:00 am

- I. Call to Order- 8:27 a.m., agenda accepted
- II. Approve October 2010 Meeting Minutes- accepted
- III. Officer Reports
 - a. President – Lucila Loera
 - i. Introduced board members and state presidents
 - b. Past President – Vicki Trier
 - c. President-Elect – Gabriel Gallardo
 - d. Secretary – Carmen Perez-Frayne
 - e. Treasurer – Lois Rasmussen
 - i. Last NASP financial report, next year will be 1st NAEOP report. Position will be open and looking for nominations.
 - ii. Funding for NASP comes from two sources- membership and income from conference, creates a variable account balance. It would be optimal to increase membership.
 - iii. Financial report will be posted on the website after the conference costs are finalized.
 - iv. Jan-Dec. is the budget year schedule.
- IV. Old Business
 - a. Nominations for Active Non-Trio Board Member
 - b. Name Change to take effect January 1, 2012 to NAEOP
 - c. Fair Share update – Gabriel Gallardo (NASP Fair Share Coordinator)
 - i. COE provides members free proposal workshops, free prior experience audits, technical assistance workshops, Opportunity matters, TRiO Directory, and much more.
 - ii. \$139,597 raised, 113%
 - iii. Goal \$125,068 - folks need to update COE membership as soon as possible.
- V. New Business
 - a. Installation of new officers
 - i. Luci Loera- President and Carmen Perez-Frayne- Secretary
 - b. Nominations for positions begins today and elections will be posted by April 1st, 2012 elections will be by April 30th, 2012. Nominations should be sent to vtrier@uidaho.edu
 - i. President-Elect
 - ii. Treasurer
 - iii. Government Relations/Communications Chair
 - iv. Friends of NASP Chair
 - v. Community Partner
 - c. Updates to NASP Bylaws (additions) - Neil McFarland moved to vote on the bylaws updates/additions, Sebastian Myrick seconded

- i. Community Partner- Dean Kelly moved, Memo Caldera seconded, approved
- ii. Government Relations/Communications Chair- Sari Byerly moved, Don Boderman seconded, approved
- iii. Friends of NASP Chair- Angie Larkin moved, Traci Birdsell seconded, Dean Kelly moved to amend the description to include “Attend all Board Meetings” (#6), Angie Larkin moved to accept the amendment, Ginny Redmond seconded, approved
- iv. President-Elect serve as Fair Share Coordinator- Traci Birdsell moved to approve change, Lois Rasmussen seconded, approved
- v. Past President serve as Membership Committee Chair- Don Boderman moved, Judith Chapar seconded, approved

VI. Announcements

- a. No announcements

VII. Date and Location of 2012 Business Meeting- if you are interested or have ideas, Portland, Spokane (Davenport), Coeur d’Alene, Alaska are on the table.

VIII. Adjourn – Friends of NASP will immediately follow. Adjourned at 8:55 a.m.

Community Partner Chair

To be added to the NASP Bylaws in Article V, Section VI (j) – new section

j. The Community Board member shall:

1. Not be currently employed by a TRiO grant.
2. Be responsible for developing and implementing the annual development and fundraising strategy for NASP.
3. Maintain development and fundraising records with the NASP Treasurer.
4. Serve on the Conference Planning Committee.
5. Collaborate with the Government Relations/Communications Chair concerning programming and recognition of donors and sponsors.
6. Identify potential replacements for the Community Partner position.
7. Attend all board meetings.

Government Relations/Communications Chair

To be added to the NASP Bylaws in Article V, Section VI (k) – new section

k. The Government Relations/Communications Chair shall:

1. Be appointed by the current NASP President for a term of 1 year.
2. Be permitted to serve multiple terms.
3. Serve as a non-voting member of NASP.
4. Disseminate relevant information/updates from NASP and COE.
5. Provide support for individual State Presidents in the creation of an advocacy strategy and executing yearly benchmarks.
6. Coordinate with COE government relations team to provide regional support for national TRIO initiatives.
7. Additional duties may include:
 - a. Providing support for state Policy Seminar delegations.
 - b. Attending Policy Seminar (contingent upon funding).
 - c. Attending state board meetings via phone or online.

Friends of NASP (FON) Committee Chair

To be added to the NASP Bylaws in Article V, Section VI (l) – new section

l. The Friends of NASP Committee Chair shall:

1. Be appointed by the current President for a term of 1 year and be eligible to serve multiple terms.
2. Be approved by the Board and is a voting member of the NASP Board of Directors. Serve as the chair of the NASP FON committee (leads meetings, recruits new members, and provides training).
3. Oversee state and federal financial reporting requirements.
4. Oversee operations of FON fundraising.

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I. Call to Order- called to order 8:56 a.m.

II. Report from Barbara Brodsky

- a. Budget- raised \$42,000 with the online store this year, \$20,000 the previous year, the amount more than doubled. A lot of this can be contributed to selling to programs throughout the nation and more sales occur outside the NASP region.
- b. Change in Structure- Barb Brodsky (Chair), Linna Wong (Treasurer), Ginny Redmond (Secretary), Edward Esparza (Auction Coordinator), Sandy Hinders (Raffle Coordinator), Monica Washburn (Scholarship Coordinator)
- c. Preview of auction items and reminder that raffle tickets are for sale

III. Old/New Business

IV. Adjourn- Ginny Redmond moved to adjourn, Sebastian Myrick seconded at 9:03 a.m.