

**Minutes**  
**NAAE Board of Directors Meeting**  
**December 7, 2019**

The NAAE Board of Directors conducted a post-convention board meeting on December 7, 2019 at the Anaheim Marriott Hotel in Anaheim, California.

Board members in attendance included: Parker Bane (IL), President; Sherisa Nailor (PA), President Elect; Eric Tilleman (MT), Region I Vice President; Todd Thomas (CO), Region II Vice President; Mary Hoffmann (MN), Region III Vice President; Deanna Thies (MO), Region IV Vice President; Stan Scurlock (FL), Region V Vice President; Dr. Robin McLean (NJ), Region VI Vice President; and Wm. Jay Jackman (KY), NAAE Executive Director. Regional secretaries in attendance included: Kyle Stapleton (ID), Region I Secretary; Cameron Dale (OK), Region II Secretary; Shari Graffunder (WI), Region III Secretary; Jeff Voris (MO), Region IV Secretary; Bill Newsom (TN), Region V Secretary; and Aaron Geiman (MD), Region VI Secretary. NAAE Associate Executive Director, Alissa Smith (KY), was also present.

The minutes of the meeting are as follows:

1. **Call to Order**—Newly elected President Parker Bane called the meeting to order at 9:54 a.m. and welcomed everyone to the meeting.
2. **Seating of New Board Members**— Parker Bane seated Sherisa Nailor as the newly elected NAAE president elect, Eric Tilleman (MT) as the new Region I Vice President, and Dr. Robin McLean (NJ) as the new Region VI Vice President.
3. **Board Conference Call Meeting**—It was agreed that the next board conference call meeting would be December 11, 2019 at 6:00 pm Eastern time.
4. **NAAE Board Governance**—Jay clarified that he works for the NAAE board of directors, specifically the NAAE president, and that the NAAE staff work for him. Board members are free to communicate with any NAAE staff members; however, specific staff directives must go through the executive director.
5. **Comments from the Outgoing Board Members**—Jason Kemp and Chad Massar delivered comments to the board members thanking them for the opportunity to serve on the NAAE board of directors.
6. **Travel Logistics**—Jay Jackman reviewed some logistics information with the board members including travel vouchers, business cards, letterhead and envelopes.
7. **Board Committee Assignments**—Eric Tilleman will be the new board consultant to the Professional Growth committee and serve as the board committee chair. Robin McLean will be the new board consultant to the Marketing committee and serve as the board committee chair. All seven full committees need to meet virtually prior to the March 2020 board meeting.
8. **Adjournment**—With no further official business to be transacted, NAAE President Parker Bane adjourned the meeting at 10:15 am.