

**Minutes**  
**NAAE Board of Directors Meeting**  
**December 1, 2018**

The NAAE Board of Directors conducted a post-convention board meeting on December 1, 2018 at the Grand Hyatt San Antonio Hotel in San Antonio, Texas.

Board members in attendance included: Jason Kemp (TN), President; Parker Bane (IL), President Elect; Chad Massar (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; Sherisa Nailor (PA), Region VI Vice President; and Wm. Jay Jackman (KY), NAAE Executive Director. Regional secretaries in attendance included: Eric Tilleman (MT), 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 Robin McLean (NJ), 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 Jason Kemp called the meeting to order at 10:30 a.m. and welcomed everyone to the meeting.
2. **Seating of New Board Members**—Jason Kemp seated Parker Bane as the newly elected NAAE president elect, Todd Thomas (CO) as the new Region II Vice President, and Deanna Thies (MO) as the new Region IV Vice President.
3. **Comments from the Outgoing Board Members**—Nick Nelson and Hals Beard delivered comments to the board members thanking them for the opportunity to serve on the NAAE board of directors.
4. **2018 Winter Board Meeting**—Sherisa Nailor moved, Todd Thomas seconded, for the NAAE directors to meet all day March 9, 2019 and the morning of March 10, 2019 in Lexington, Kentucky, with Friday, March 8, 2019 as the travel in day for the meeting and Sunday afternoon, March 10, 2019 for the travel out day; the motion carried.
5. **2018 ACTE National Policy Seminar**—ACTE National Policy Seminar is March 25-27, 2019 in the Washington, DC metropolitan area. NAAE will continue paying the registration fee for one person from each state aged association to attend the NPS. NAAE board members have the option to attend the NPS.
6. **Board Committee Assignments**—Todd Thomas will be the new board consultant to the Policy and Bylaws committee and serve as the board committee chair. Deanna Thies will be the new board consultant to the Finance committee and serve as the board committee chair. All seven full committees need to meet virtually prior to the March 2019 board meeting.

- 7. 2019 NAAE Regional Meetings**—2019 NAAE regional meetings dates and locations are as follows. Assignments for the NAAE president, president elect, and staff to attend the regional meetings will be made at a later date.

Region I – May 20-24 – Fairbanks, Alaska  
Region II – June 17-20 – St. Francisville, Louisiana  
Region III – June 17-19 – Mitchell, South Dakota  
Region IV – June 25-27 – Ann Arbor, Michigan  
Region V – June 24-26 – Charleston, South Carolina  
Region VI – July 21-25 – Roanoke, Virginia

- 8. NAAE Communications and Board Logistics**—Alissa Smith discussed the monthly regional vice president communications with the board members. It is general practice that the board members communicate with their respective state leaders at least once per month. NAAE staff will send bullet points for these monthly communiqués. Board members are encouraged to customize and add to the suggested bullet points. Staff will make new business cards and NAAE nametags for those board members who need them. Jay Jackman reviewed some logistics information with the board members including travel vouchers, business cards, letterhead and envelopes, and board/staff relations. 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.
- 9. Committee Process**—The full committees will meet virtually prior to the March 2019 board meeting and the board committee chairs, with assistance from the full committee chairs, will report at the board meeting. Following the first virtual committee meetings in 2019, there will be an information sharing webinar for the new elected committee leadership. The committee application system will be updated for Todd and Deanna as new committee consultants and board chairs. Applications are needed for the 2019-22 positions on the committees as well as for other currently vacant positions.
- 10. Other Business**—Stan Scurlock expressed thanks from him and his family following the devastation from the hurricane that hit Florida.
- 11. Debrief from the 2018 NAAE Convention**—The following comments, in no particular order of importance, were made by board members regarding the 2018 NAAE Convention.
- Recognize facilitators for XLR8, TTTK, and other programs.
  - Scheduling was tough ... especially Friday, with back-to-back meetings
  - Professional development was right on track
  - Students and hotel staff did good jobs
  - State photos during regional meetings are disruptive
  - Improve photo logistics on stage
  - Scripts are too long
  - Need more collaborative time
  - Good length of regional meetings

- Regional meetings needed more seating
- Recognize universities
- Question the value of membership awards
- Provide numbers during state awards presentations
- Question the value of the awards dinner
- Invite state leaders to awards dinner
- Add a state president roundtable
- WI-FI was good (some said it wasn't good)
- Don't schedule anything else over regional meetings
- Inclusion and diversity ... some don't like it
- Board members were disorganized

**12. Adjournment**—With no further official business to be transacted, NAAE President Jason Kemp adjourned the meeting at 12:10 p.m.