

Minutes
NAAE Board of Directors Meeting
November 22, 2014

The NAAE Board of Directors conducted a post-convention board meeting on November 22, 2014 at the Gaylord Opryland Hotel in Nashville, Tennessee.

Board members in attendance included: Charlie Sappington (IL), President; Terry Rieckman (SD), President Elect; Nick Nelson (OR), Region I Vice President; James Cannon (AR), Region II Vice President; Glenda Crook (WI), Region III Vice President; Scott Stone (MO), Region IV Vice President; Jason Kemp (TN), Region V Vice President; and Krista Pontius (PA), Region VI Vice President; and Wm. Jay Jackman (KY), NAAE Executive Director. Regional secretaries in attendance included: Chad Massar (MT), Region I Secretary; Hals Beard (LA), Region II Secretary; Christa Williamson (MN), Region III Secretary; Parker Bane (IL), Region IV Secretary; and Sherisa Nailor (PA), Region VI Secretary. NAAE staff members Alissa Smith and Julie Fritsch were also present. Stanley Scurlock (FL), Region V Secretary, was unable to attend this meeting.

The minutes of the meeting are as follows:

1. **Call to Order**—Newly elected President Charlie Sappington called the meeting to order at 11:45 a.m. and welcomed everyone to the meeting.
2. **Seating of New Board Members**— Charlie Sappington seated Terry Rieckman (SD) as the newly elected NAAE president elect, Glenda Crook (WI) as the new Region III Vice President, and Jason Kemp (TN) as the new Region V Vice President.
3. **Comments from the Outgoing Board Members**—Kevin Stacy and Daryl Behel made comments to the board members thanking them for his opportunity to serve on the NAAE board of directors.
4. **2015 Winter Board Meeting**—The board agreed to meet February 28 - March 1, 2015 in Alexandria, Virginia, prior to the ACTE National Policy Seminar. Friday, February 27 will be the day to travel in for the meeting. NAAE board members have the option to stay for the ACTE National Policy Seminar, March 2-4, 2015. For those who do stay for the NPS, depending on the schedule for Capitol Hill visits, board members may be able to depart Tuesday, March 3, late afternoon or evening.
5. **2015 NAAE Regional Meetings**—2015 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 – April 14-17 – Tempe, Arizona
Region II – June 21-24 – Rogers, Arkansas
Region III – June 29-July 2 – Scotts Bluff, Nebraska
Region IV – June 23-25 – Moline, Illinois
Region V – June 22-24 – Orlando, Florida
Region VI – June 22-26 – Rehoboth Beach, Delaware

6. **Monthly Regional Vice President Communications**—Alissa Smith discussed the monthly regional vice president communications with the board members. It was agreed that the board members would 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.
7. **NAAE Board Logistics, News & Views, Board Members Blogs, and other Communications Matters**—Julie Fritsch visited with board members about their responsibilities in writing *News & Views* articles and contributing to their blogs on Communities of Practice. Typically, regional vice president blogs are due to be posted on the 25th day of the month prior to *News & Views* publication (that is, December 25, 2014 for the January/February 2015 issue). Julie 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.
8. **Updated Sponsor and Interns/Student Workers List**—Alissa will send the most current lists for sponsors and NAAE interns and student workers to the board members. Charlie Sappington encouraged board members to complete their thank you notes/letters to sponsors prior to the holiday break.
9. **Committee Process Discussion**—The board members discussed the committee process that took place during this convention. It was agreed that there was some confusion on the process given that the fall 2014 virtual committee meetings did not occur as planned.
10. **2015 Awards Process Discussion**—Alissa Smith discussed the 2015 awards application and judging processes with the board members.
11. **2014 Summer Board Meeting**—The board agreed to meet in summer 2015 in conjunction with the National FFA Alumni State Leaders Conference, which is July 8-11, 2015 in Raleigh, North Carolina. NAAE staff will work on scheduling NAAE board sessions during the conference.
12. **Awards News Releases and Photos**—Julie Fritsch will be preparing news releases and photos to go out very soon following the NAAE convention.
13. **Monitor for NAAE Convention Sessions**—It was suggested that a monitor be provided in front of the convention stage so that award winners can view the awards presentations.
14. **Adjournment**—With no further official business to be transacted, Scott Stone moved, Krista Pontius seconded, to adjourn. The motion carried. Charlie Sappington adjourned the meeting at 1:07 p.m.