

Minutes, NAFA Board Meeting
Saturday July 18, 4:30- 5:30 pm
Grand Hyatt Hotel, Seattle

Board Members Present: John Bader-Johns Hopkins University, Joanne Brzinski-Emory University, Jane Curlin-Udall Foundation, Doug Cutchins-Grinnell College (VP), Amy Eckhardt-Western Kentucky U., Julia Goldberg-Lafayette College, Paula Goldsmid-Pomona College (Secretary), Luke Green-Seattle University, Alicia Hayes-U California Berkeley, Susan Whitbourne-U. Massachusetts, Jane Morris-Villanova University (President), John Richardson-University of Louisville (Treasurer), Maggie Tongue-Union College, Tara Yglesias-Harry S. Truman Foundation, Liz Veach

Board Members not Present: Scott Henderson-Furman University, David Schug-U. Illinois

Non-Board Members Present: Paula Warrick-American University (briefly)

Materials Distributed: Meeting agenda, Strategic Plan and Action Plan, Treasurer's Report

The meeting was called to order at approximately 4:30 pm.

Preliminaries:

New President Jane Morris welcomed members and thanked all for serving on the Board. Jane outlined her expectations for mutual respect and collegiality among Board members, and described her leadership style as emphasizing the delegation of responsibility while recognizing that the buck stops at the President's chair. She emphasized her desire for efficient meetings, including an expectation that most meetings whether face to face at conferences or through phone conferencing would be contained to one hour. Jane informed new Board members of the normal schedule of meetings: telephone conference call in December, a longer in-person meeting in the spring, and monthly conference calls among the officers.

The Board acknowledged passage by the general membership of the Strategic Plan and revisions to the Constitution and Bylaws. New Board members and Officers were congratulated: President- Jane Morris, Vice President- Doug Cutchins, Secretary-Paula Goldsmid, Treasurer-John Richardson; new Board members Julia Goldberg, Luke Green, Alicia Hayes, David Schug, Susan Whitbourne. Names, affiliations, Board terms, and contact information will be posted on the NAFA web.

Immediate past President Paula Warrick was brought into the meeting and received heartfelt thanks for her service as President, in particular her vision and leadership in the strategic planning process.

Old Business:

Treasurer's Report (attached): (1) John Richardson reviewed the numbers with particular attention to expenses for the Seattle conference. NAFA paid a \$2,000 penalty for falling short of the number of room reservations guaranteed in the hotel contract. It could have been worse- potentially up to \$40,000, but additional room reservations toward the end of the registration period helped. (2) Informal feedback is positive about the conference and the hotel services. Jane will write to the hotel general manager with thanks for the excellent service, with mention of particular instances or staff members as appropriate.

New Business:

I. Strategic Plan/Action Plan: Recommendations and timelines were discussed, with particular attention to: Creation of membership committee, evaluation of existing committees, development of effective recruitment and assignment of volunteers, building advisor relationships with foundations, professional development for new and experienced advisor, and assessment of NAFA programs. There was agreement by consensus on several actions:

A. New committees to be added by Board action: Communications, Membership, Professional Development, Study Tours, and Summer Workshops. These are in addition to permanent standing

committees noted in the new version of the ByLaws: Conference Planning, Nominations and Elections, Finance, Publications and Technology.

B. Every standing committee to have Board member(s)

C. Liz Veatch to chair Communications Committee.

D. Liz and Jane Curlin to bring a proposal for a foundation information packet (printed and electronic). Target date December 2009.

E. Tara Yglesias to make technology-related recommendations including NAFA web and related.

F. Ethics workshop to be part of every biennial conference.

G. David Schug to develop a one page downloadable summary of ethics provisions, for advisors to use as needed at their institutions.

H. Professional Development Committee to explore the idea of developing a certificate for professional excellence.

It was noted that Paula Warrick plans to follow up the most recent salary survey.

II. Summer 2010

A. Inquiries and interest in proposing summer workshops from several members, including the possibility of Tucson workshop in spring, were mentioned. Summer Workshops Committee will follow up.

B. Study tour abroad? DAAD and Fulbright provided substantial support for Germany 2008. Their budgets for 2010 are already set, but possibilities are being pursued. The idea of a winter trip has also been mentioned. Data from surveys of tour participants about direct outcomes and benefits of study tours will be included in a proposal to be submitted to DAAD and Fulbright. Timeline: September submission.

There was discussion of a possible UK "economy tour" using public transport rather than private bus, university accommodations, and other money-saving strategies. (Marmite on crackers for lunch?)

III. Building Alliances- Groups with Similar Goals

NASPA (October 2009 conference New Orleans) and NCORE (late May 2010 conference TBA) were cited as groups with overlapping membership and interests with NAFA. There was agreement by consensus to explore opportunities for collaboration with these and possibly other organization..

IV. Upcoming Board Meetings

December telephone conference meeting to be scheduled. Agenda will include committee reports. Late March or early April in person meeting, probably in Wayne, PA. Board members will be surveyed on availability for both meetings.

A one-hour telephone conference meeting will be scheduled for early August to discuss committees and assign Board members to committees.

The meeting adjourned at approximately 5:30 pm

Respectfully submitted,
Paula Goldsmid, Secretary