



Board of Directors National Board Meeting General Agenda
Wednesday November 13th, 2019
2 PM PST; 3 PM MST; 4 PM CST; 5 PM EST

Call in Number (605) 313-5871, Access Code: 177606

- | | | |
|-----------|--|-------------------------------------|
| 1) | Call to order | President Glenda Mooney |
| | a. Roll call and Quorum Confirmation | Secretary Lauren Layman |
| | b. Roberts Rules for all Meeting | Parliamentarian PNP Kelly Hendricks |
| | c. Agenda Approval | President Glenda Mooney |
| | d. October 2019 General Meeting Minutes Approval | President Glenda Mooney |
| | e. Designation of Minutes Review Committee | President Glenda Mooney |
| | i. NVP 2 Mark Jennings | |
| | ii. Treasurer Nicole Shea | |
| | iii. Secretary Lauren Laymen | |
| 2) | Welcome and Acknowledgement of Guest | President Glenda Mooney |
| 3) | Financial Reports | |
| | a. Monthly Financial Report | Treasurer Nicole Shea |
| 4) | Administrative Report | Heather Kramer |
| 5) | Committee Reports | |
| | a. Bylaws and Operating Procedures | Frances Reinhardt, PNP |
| | b. Extensions | Jill Kinsman, PNP |
| | i. Membership | Open |
| | c. Finance | Treasurer Nicole Shea |
| | d. Ethics | Christine Pollard, PNP |
| | e. Internal Audit | Cris Poole |
| | f. Nominating | To be filled by PNPAC |
| | g. Conference | Jill Kinsman, PNP/Payton Kane |
| | h. Member Benefits | President Elect Susan Kerr |
| | i. Publications | PNP Cathy Kantrowitz |
| | i. Technology | Open |
| | j. Education | Paul Johnson |
| | i. Leadership | Open |



- | | | |
|----|--|-------------------------|
| 6) | Unfinished Business
a. IML sale contract | President Glenda Mooney |
| 7) | New Business | President Glenda Mooney |
| 8) | Announcements | President Glenda Mooney |

Next Meeting: Board of Directors Meeting
Wednesday December 11th, 2019

2 PM PST; 3 PM MST; 4 PM CST; 5 PM EST

Call in Number (605) 313-5871, Access Code: 177606

- | | | |
|-----|------------------------------------|-------------------------|
| 9) | Recess to Executive Session | President Glenda Mooney |
| 10) | Reconvene | President Glenda Mooney |
| 11) | Adjournment | President Glenda Mooney |



NAPMW BOARD OF DIRECTORS MEETING

October 9, 2019

GENERAL SESSION MINUTES

I. CALL TO ORDER

National Board Members Present

Glenda Mooney National President
Susan Kerr National President Elect
Nicole Shea National Treasurer
Lauren Layman National Secretary
Patti Esswein..... National Vice President Area 1
Mark Jennings..... National Vice President Area 2

Parliamentarian and Administrators Present

Kelly Hendricks PNP (absent) Frances Reinhardt, PNP.....Parliamentarian
Heather Kramer, Impact.....Management Company

1. Call to order

- a. **Roll Call and Quorum Confirmation:** Following roll call a quorum was confirmed to President Glenda Mooney. With notice of the meeting having been duly given, President Mooney called meeting to order at 4:00 pm Central Time.

2. Welcome and Acknowledgement of Guests

Guests

Maureen McKovich, PNP Mary Ellen Heathcoate, PNP
Cathy Kantrowitz, PNP Cris Poole

- a. **Roberts Rules:** Parliamentarian Hendricks went over the Rules of the Meeting in which business will be discussed for the October 9, 2019 Board of Directors General Meeting.
- b. **Agenda Approval:** The agenda filed as amended.
- c. **July & August 2019 Minutes Approval:** File as presented.
- d. **Designation of Minutes Review Committee:**
 1. NVP 1 Pattie Esswein
 2. President Elect Susan Kerr
 3. National Secretary Lauren Layman

3. Financial Reports

- a. **Monthly Financial Report September 2019:** National Treasurer Nicole Shea Reviewed monthly financial report. Filed as Presented
- b. **990:** Treasurer Shea clarified that all 990's have been filed.

**PRIVILEGED+CONFIDENTIAL
FOR INTERNAL USE ONLY**

4. **Administrative Report:** Heather Kramer did not have anything to add to the report, but did encourage members to reach out to her regarding any questions about Wild Apricot website platform.

5. **COMMITTEE REPORTS:**
 - a. **Bylaws and Operating Procedures:** no report.
 - b. **Extensions:** No report.
 1. **Membership:** Open Position.
 - c. **Finance:** local reporting discussed with NVP's to follow-Up with locals for all reporting.
 - d. **Ethics:** No report.
 - e. **Internal Audit:** No report.
 - f. **Nominating:** To be filled by PNPAC.
 - g. **Conference:** No report.
 - h. **Sponsorship:** Tabled to Next Month.
 1. **Publications:** No report.
 - i. **Technology:** Open position
 - j. **Education:** No report.
 - i. **Leadership:** Open
 - k. **Ad-Hoc IML:** No report.

6. **UNFINISHED BUSINESS:**

No unfinished business to discuss.

7. **New Business:**

No new business to discuss.

8. **ANNOUNCEMENTS:**

Next Meeting: October Board of Directors Meeting
Wednesday, November 13, 2019, 2 PM PST; 3 PM MST; 4 PM CST; 5 PM EST;
Call in number (605) 313-5871 Access Code: 177606

9. **Recessed:** recessed to Executive Session at 4:15 PM Central Standard Time.

10. **Reconvene:** 5:19 PM Central Standard Time

11. **Adjourn:** President Glenda Mooney at 5:20 PM Central Standard Time

Lauren Layman
NAPMW National Secretary

NAPMW

BALANCE SHEET

As of October 31, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Bank of American - Checking	36,794.54
Cash on Hand	0.00
Funds for Institutions	0.00
Savings	0.00
Wells Fargo Checking	2,034.86
Total Bank Accounts	\$38,829.40
Other Current Assets	
Uncategorized Asset	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$38,829.40
TOTAL ASSETS	\$38,829.40
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening Balance Equity	113,738.37
Retained Earnings	-72,319.42
Net Income	-2,589.55
Total Equity	\$38,829.40
TOTAL LIABILITIES AND EQUITY	\$38,829.40

NAPMW

PROFIT AND LOSS

October 2019

	TOTAL
Income	
Membership Dues	1,640.00
Total Income	\$1,640.00
GROSS PROFIT	\$1,640.00
Expenses	
Bank Charges	54.01
Committee Leadership	79.99
Legal & Professional Fees	250.00
Management Fee	1,090.50
QuickBooks	657.76
Total Expenses	\$2,132.26
NET OPERATING INCOME	\$ -492.26
NET INCOME	\$ -492.26



Date: October 28, 2019

To: President Mooney and National Board

Committee: Member Benefits

Committee Chair(s): President Elect Kerr

Overview: Our purpose is to work with vendors to provide services and tools for the members of the Association that will foster development and growth in both the professional and personal lives at a discounted rate.

Successes: Webinar with My Smart Blog was a success, I would encourage each of you to visit their website via the link under Member Benefits and look over their services and the discounts offered to NAPMW Members.

Impact is currently working to set up a similar webinar with Kerry Thomas the Owner of Conquer the Chaos.

Next steps: Working with another vendor now and hope to have their information on the website by the end of November with a webinar in December or January.



Date: November 2, 2019

To: President Mooney and National Board

Committee: Education & Leadership Committee

Committee Chair(s): Paul Johnson

Overview: Providing leadership and industry education opportunities for our members, to assist in personal and professional growth for all.

Successes: In process of creating a monthly half hour educational call with possible Q&A portion.

Finalization of CML (Certified Mastery of Leadership) Program, process and start date expected in November with a January 2020 program start date.

Next steps: Submission of both initiatives to the National Board.