

**NSAC -- Far Western Chapter
Board of Directors
Meeting Minutes- April 17 2013
Via Conference Call at 9 AM**

<u>Attending:</u>		<u>Not Attending:</u>
<ul style="list-style-type: none"> • Vanessa Harris • Christy Norton • Debi Wilson • Allen Ludlow • Bryan Andersen • Renee Avilla 	<ul style="list-style-type: none"> • Gary De Young • K-Deep Dhaliwal • Toni Scott • Brendon Ronayne 	<ul style="list-style-type: none"> • Keith Hesterberg • Roger Coutts • Carrie Parrish

1. Review Minutes - Vanessa
 - The minutes from the March board meeting were approved with no changes(Bryan Anderson/Brendon Ronayne, Unanimous)

2. Time and Place- Allen
 - 44 people have registered for the Annual meeting
 - Allen will send another reminder for the annual meeting
 - A room is reserved on the second floor for Early Bird Prizes
 - Allen will confirm a room is reserved for Strategic Planning from 1 PM to 5Pm on May 22nd

3. Program Committee- Christy
 - All registration materials received
 - Some biographies have been received, all to be received by end of month. Christy will forward to Brendon as he has template.
 - Allen questioned the amount of paperwork needed for new requirements for CPE credits.
 - Christy will confirm with National that each participant will sign in at each session and complete a survey for each speaker.
 - 12 items for each speaker/session must be completed.
 - Gary and Jeff will introduce their speakers. The balance of the speakers will be assigned if no requests are made.
 - The large room will need audio equipment, the smaller break out rooms will not.
 - Allen will confirm that hotel will provide screens for projectors and an easel.
 - Brendon will bring two projectors and two lap tops.

4. Early Bird
 - Rene sent letters and has received some money and prizes. Donations are less than last year at this point in time.

5. Membership Update- Bryan
 - The Far West Chapter is still ranked #4 in size

- The Far West Chapter member are still 11% of the total
 - Local Chapter membership is 165 total members; we had two drops and two new members.
 - National has a grand total of 1,502 members, a drop of 5 from the previous month.
 - Bryan will not be able to attend the Annual meeting and will send someone to speak in his place for membership updates.
6. Newsletter- Toni Scott
- Toni hopes to get a newsletter out next week.
 - Bryan has updated the google data base, but will need to update constant contact.
7. Chapter Recognition Program
- The board discussed and completed the Chapter Recognition Program form. A completed copy will be sent for review before sending to the National Office before May 31st.
8. Other Items
- The next board meeting scheduled for May 7th at 9 AM.
 - A committee for San Diego National 2014 will be developed soon.
9. Meeting adjourned at 10 AM.