

NSAC – Great Lakes Chapter  
Board Meeting, Conference Call  
October 26, 2018 10 A.M. Central

**Minutes:**

Rebecca Smith called the meeting to order at 10:02 a.m. CST

The minutes of the August meeting were provided by Nick Ajster via email. After allowing for review, a motion was made by Mark Juedes and seconded by Kristen Emming to approve the minutes. Motion carried. Nick provided a Chapter Recognition update and discussed areas where we can get additional points to meet the 20 points we need. Several items were identified that required additional clarification from National, including the Chapter hosting live CPE opportunities, compliance with the CPE toolkit and the distribution of the Chapter's Financial Reports. Becky is to check with Jeff Roberts on these items for further clarification.

**Treasurer's Report:**

Ty Lein provided the treasurer's report. Ty indicated that the financials are in good standing, with no significant changes since our last meeting. A motion was made by David Loyd and seconded by Kristin Emming to approve the financials. Motion carried. There was some ensuing discussion regarding credit card transactions. Currently credit cards are accepted at the National level, however, there is an opportunity to begin accepting credit cards at the Chapter level if we are interested in doing so. Ty will follow up with Jeff Roberts to see what is involved in the process and the related costs.

**Education Committee Report:**

No update.

**Membership Report:**

Jeremy Gritton provided a membership report via email. The report indicated that as of July 2018 there were 114 members for the Great Lakes Chapter and 1,526 NSAC national members. Jeremy and Mark Juedes will continue reaching out to members who have dropped to identify the reason they have dropped. Jeremy and Mark discussed sending emails every couple of months to encourage new members and will discuss this idea further amongst themselves following the meeting. This could qualify as a membership campaign for the Chapter Recognition program. Jeremy provided the Board with several gift ideas for the three Chapter members reaching significant milestones this year. The prices of the items appeared reasonable to most given their time and contributions to NSAC over the years. Jeremy and/or Becky will check with Jeff Roberts to see if he has any additional contacts and/or ideas that we could use or look into.

**Chapter Development Report:**

Still need a chair. Kent Erhardt encouraged everyone to send any suggestions we had for a new chair to him. He then led a discussion regarding increasing not only membership, but membership participation. He encouraged everyone to look at their own organizations and clients to identify potential new members, and to have discussions with them regarding the value and benefits that NSAC membership can provide to them. There was also some discussion regarding the need to get younger individuals involved.

**National Director Report:**

Kent Erhardt provided an update. The 2019 Annual meeting will be held in Denver. He noted the Chapter Development form for 2019 should be emailed by Jeff Roberts in the next couple of weeks. There was also a reminder to look at the CPE toolkit for those planning the annual meeting.

**Newsletter Report:**

Rebecca Smith led the discussion regarding distribution issues and the timing of the newsletters. The latest newsletter was sent on October 17<sup>th</sup>. Several people on the call indicated they did not receive the newsletter. Becky will talk with both Keith Arnold and Jeff Roberts to get the newsletter resent through the national office. There was then some discussion regarding having a special section in the membership report for those individuals with significant anniversaries. There was also some discussion about finding some additional individuals to help with the newsletter.

**Time and Place Report:**

Tara Guler led the discussion. There is nothing set yet, but there have been preliminary discussions with venues in Green Bay and Lake Geneva. We will plan to get information regarding the annual meeting out in early April, with follow up phone calls to local members a few weeks after that. We will look to personally contact all members within 2 to 3 hours of the meeting location and encourage them to attend the meeting. All participants on the call noted that they had received the save the date from National.

**Program Report:**

Tara Guler, Jared Kempel and Todd Hoppe are putting together topic ideas. Registrations will be sent to Tara @ Baker Tilly in Madison to allow program chair & committee to better track attendees. Payments received will then be forwarded to Ty. Rebecca noted that at the national annual meeting there were committee tables set up, which provided information on the various committees and encouraged involvement. We discussed ways to bring programs to light at our annual meeting, which included doing short presentations on the different committees and discussing individually with members during mixer/happy hour. Rebecca is planning to attend a national planning session and will look for topic ideas that may be relevant at the chapter level. She will then follow up with Tara to discuss.

The next board meeting will be held in person in February. Location and date to be determined. Rebecca Smith will look into the location and date that works best for all.

Adjourned at 11:21 a.m. CST with motion from Rebecca Smith, seconded by Nick Ajster.

Attendees: David Loyd, Nick Ajster, Ty Lein, Rebecca Smith, Jeremy Gritton, Mark Juedes, Kristin Emming, Kent Erhardt, Tara Guler and Jared Kempel

Not in Attendance: Keith Arnold, Molly Costaris, Todd Hoppe and Julie Luedtke