

NSNA Meeting  
February 19, 2019 @ 3 p.m  
Carson City School District, Carson City, NV

**Attendees:** Katie Schartz, Martha Hollis, Chris Cooper, Cindy Cohen, Sandy Alderman, Mary Sawyers, Cory Smith, & Brittany Mally

**Meeting Start:** Martha called meeting to order 3:05 p.m.

**Reports**

**Approval of Minutes**

- Regarding the minutes from last meeting 1/15/19, Martha wanted to table them as she says they are inaccurate. The inaccurate portion being that the bylaws don't say that we have to approve a budget for each conference NSNA sends someone to.
- Upon further review of the bylaws it was brought up that there is a section in the bylaws that covers this area. This can be found under Article III Organizational Structure, Section A. Executive Board. 2. Responsibilities of Executive Board. Part d., which states "Adopts the annual budget for the Association including, but not limited to, budgets for all meetings of the Association."
- We discussed that we can edit that wording to be more specific when we work on the bylaws.
- Also upon further review of the minutes from January, the secretary realized the wrong date and location was listed on those minutes. It has been changed to January 15, 2019 at Douglas County School District.

**Treasurer's Report**

**Balances as of 2/19/19**

Checking (7038)	\$ 6,260.65
Scholarship (8608)	\$ 4,919.00
Savings (1259)	\$53,599.32

Updates:

- \$1,000 deposit for Mont Bleu.

**Old Business/Action Items**

**Appreciation of Service**

- A gift was presented to Chris Cooper for her continued dedication and service to NSNA for many years while she worked at Carson City SD. She recently retired in December, 2018 and the group wanted to show their appreciation for what she has done for NSNA over the years.

## Bylaws

- This topic was tabled until next time. Brittany gave out copies of the amendment section for all to review. She will also send out via email with minutes. Martha wants to have a separate meeting for bylaws so it can finally be finished.
- The bylaws only meeting will be held on March 6<sup>th</sup>, 2019 at 3 p.m. at the ATC Building at Douglas County School District.

## Budget

- We still do not have a budget for this year.
- It was agreed that we need a budget for the annual meeting this year and it is a good practice for us to have a yearly budget.
- Chris thinks we make about \$10,000 per year off of the conference.
- Sandy volunteered to work on the budget for this year. Martha said she would help.

## Mont Blu Planning/Income ideas

- The idea was brought up to have an 80's themed party for the welcome reception.
- Send out Save the Dates – Cindy has one made up to send out. It just needs the addition of the code for the room discount and the updated website address.
- Martha has an idea for a speaker for one of the sessions. She would like to have an Overcoming Adversity session and have a teacher at Zephyr Cove ES lead it. She is working on asking her if she would be willing.
- Keynote speaker discussion. We need a budget for this. Per Mary and Cory's suggestion Martha is interested in having Dave Weber and Logan Weber as the keynote. They are a leadership/motivational type of speaker. Martha is going to work on contacting them to find out their prices and availability to speak at the conference.
- We discussed asking NDA to see if there is anything they want to speak about or cover at the conference.
- An additional idea was having a culinary techniques class.
- Martha wants to have a separate meeting about conference planning only. This meeting is scheduled for March 13<sup>th</sup> at 3 p.m. at NDA.
- Chris mentioned we typically gave people about \$100 to speak at the conference.
- Income ideas for at the conference included a silent auction with a minimum bid.

## LAC token of appreciation

- It was decided that no token of appreciation is needed to take to LAC and give to the people they meet with.

- Martha had an update on the cost for her and Cory to attend LAC. It is \$3,400 for 2 rooms for 5 nights. This total is hotel only and she did not present any other costs such as registration, flights, per diem, etc. The total amount will not be known until next meeting.

### **New Business/Discussion Items**

#### Insurance Update

- Chris has insurance paperwork to give to Martha for her to fill out.

#### Leadership/ANC

- Leadership is in Florida this May. Currently Cory and Martha are planning on going to Leadership. The registration for this conference is not yet available.
- As Cindy is VP she can attend and is going to see if her schedule allows her to make it.
- Martha made a motion to approve a budget to spend up to \$4,000 for attending the leadership conference. Cindy seconded the motion.
- We will discuss attending ANC at next meeting. The bylaws state that the current president attend. Cory said he was also interested in attending. A budget will be presented at the next meeting and if the budget allows Cindy may also be attending.

#### Website

- Tim needs to call the GoDaddy host and have them pull our current website down. Cindy said we can use a template company to keep a website and just drop in our info. This seems to be easiest and would be about \$15-20 per month. The company is called Wix.com and it would give us 5 email addresses to use.
- Martha made a motion via email to have Tim call GoDaddy and take down our current website and for Cindy to then move forward creating a new one via a company like Wix.com. Cindy seconded the motion and it passed with 6 yes votes, and 6 abstentions (no response) via email.

#### Vendor organizer for Conference

- Sandy volunteered to organize the vendors.
- Cindy proposed with the new website we could possibly process payments through the website for the vendors.
- The vendors are the money maker for the conference. As our fees are small compared to CA we decided to increase the vendor registration fee by \$50 to help cover for electrical. This will be \$800 for a full booth, \$400 for a half booth.

#### Directors meeting location

- Brittany will ask Whittell HS to see if we can have the meeting there. School may not be out yet due to snow days this year, so it may not be available.
- She will also ask Katie Martin the culinary teacher about having culinary students make a lunch for the meeting.

#### Historical/past Documents

- Martha brought up that she would like historical and past documents such as meeting minutes, treasures report kept up to date on the website once we have one working.

#### Next Meetings

**Bylaw meeting** – 3/6 at 3 p.m. at Douglas County SD ATC Bldg.

**Conference planning meeting** – 3/13 at 3 p.m. at NDA if available.

**Regular meeting**- 3/19 3 p.m. at Douglas County SD ATC Bldg.

**Meeting End:** 4:26 p.m.