

**Open Meeting**

September 24, 2018

Alamo Elementary

Las Vegas, NV

Zoom Meeting #919925822

I. Call to order

A. Members present: Emma Dickinson, President; Stephanie Patton, Secretary; Andrea Walsh, NASP Delegate; Paige Beckwith, Director at Large; David Nomicos, Director for Minority; Corie Hyatt, member

B. Approval of Minutes

a. 2018 Leadership Minutes: Motion made by Emma to approve minutes; motion seconded by Stephanie; all in favor

b. August 2018 Minutes: Motion made by Emma to approve minutes; motion seconded by Andrea; all in favor

II. Celebrations

1. Andrea – we made it through September (almost)
2. David – currently supervising a practicum student, and it is going well
3. Emma – feeling organized this year

III. Open Issues

1. Community Agreements: reviewed community agreements established at 2018 Leadership retreat
2. Zoom account – should NVASP purchased an account for $14.99?
   1. Discussion: the Zoom account can be used for ongoing board meetings but also by committees in order to meet on a regular basis. Purchasing a zoom account will allow unlimited use without time limits on meetings.
   2. Motion made by Emma to purchase Zoom account for $14.99; motion seconded by Andrea; all in favor
3. Conference Debrief
   1. NVASP made $6,445 in income from registration
   2. Exact expenses not yet known, waiting on invoice from Dr. Kelly-Vance and possible some individual reimbursements; payment sent to Dr. Shriberg.
   3. Danielle (as reported by Emma) estimates between $3100 and $3200 in expenses
   4. Exact numbers and profit should be available by next board meeting
   5. We need to revamp how we proceed with conferences by creating a timeline of things that must be done and when as well as lists of responsibilities; Andrea suggested this should be done within the month to ensure we remember all the difficulties; Stephanie to create a shared document with bullet points; Everyone involved in the 2018 conference should contribute and possible schedule an informal Zoom meeting to follow-up
4. Financial Accounts (as reported by Emma)
   1. As of 9/14 $6,819.95 in Bank of America account
   2. As of 9/14 $12,910.88 in PayPal account
   3. Continuing to experiment with transferring more than $1,000 per month. Danielle was able to transfer $5,000 in September without known reason
   4. Following up with Bank of America to secure direct merchant services for NVASP website
5. Board Communication
   1. Discussion regarding the use of emails, group texts, etc. to communicate; Andrea suggested that when board members email one another regarding NVASP, cc all members; Stephanie suggested that all members have a dedicated NVASP email and that is the only email to be used for NVASP communication; All members to be invited to possible Team Drive or NVASP folder
   2. Refrain from texting and stick to emails unless there is a need for immediate response; respect board members’ personal time
6. Outside Research Projects
   1. NVASP has received at least three requests recently to use membership to send out surveys; in the past NVASP has agreed to do this as long as someone on the board knew the researcher
   2. Does NVASP need an official policy?
      1. NASP does not allow any emails out to members; NVASP should consider whether we share members’ information with third parties
      2. Perhaps we can create a way to allow members to “opt in” to surveys – Stephanie to research how to do this on membership page
      3. We could post links to surveys on our website and/or facebook page in the meantime
      4. Should direct messaging from NASP be an exception?
         1. Distinguish between calls to action and assisting research
         2. NVASP should continue to push out calls to action
         3. Emma to draft preliminary policy for review at October board meeting
7. Short Term Goals
   1. NVASP needs to move forward with setting short term goals now that the conference is complete
   2. Legislative session is a priority this year
   3. Continue to think about how professional development is provided and consider lecture series instead of conferences
   4. Think back to goals we set during the 2017 Leadership Retreat
   5. Everyone to think on this and share ideas in a google document and bring them to discuss at October board meeting

IV. Committee Updates

1. Communications Committee
   1. SPAW – some ideas to get membership involved and excited in SPAW (unlocking potential). NASP has a lot of resources and materials that we can share without membership; consider implementing a contest or raffle during SPAW week to encourage members to engage in self-care and/or show gratitude for their colleagues
2. Shortages Committee
   1. Tracee not in attendance
   2. Emma reporting for Tracee: start looking at NVASP goals regarding shortages
   3. Two webinars coming up
   4. David reported about a previous webinar that we have likely missed our window to submit a survey
3. NASP Delegate Report
   1. NASP has a Leadership in Action initiative to present to high school students during SPAW week about the profession; program created by Charles Barrett; boards send in how many students they’ve reached; Perhaps we can encourage members to do this by allowing them to enter the SPAW raffle
   2. Regional Leadership Meeting (RLM)
      1. Emma and Andrea are going (paid for my NASP) and can bring 3 guests (more if approved); Andrea suggested all board members go and NVASP covers registration ($150/each) and provide a travel stipend similar to what is provided by NASP ($500/each); It is possible that providing these sorts of opportunities would encourage more members to get involved with NVASP and run for board positions
      2. RLM: February 24, 25 before NASP Conference (February 26 – March 1)
      3. Andrea suggested that board will read “The Will to Govern Well” before the RLM since the author will be presenting and this was highly recommended by NASP
      4. Stephanie suggested NVASP go ahead and purchase books for voting board members. Motion made by Emma to purchase six copies of “The Will to Govern Well;” seconded by Andrea; all in favor
   3. There is another virtual hill day on 11/14
   4. There will be more discussion regarding the RLM during October board members; board should decide by then whether they are interested in going
4. UNR Task Force
   1. Paige will begin working on this initiative now that conference is completed; will provide more information at October meeting

V. Updates to by-laws and website

A. Emma to discuss with Tracee about updates; should be created and voted on ASAP

VI. Leadership in Action Spotlight

1. NASP wants us to nominate our colleagues
2. NVASP board members should all nominate at least one person; Andrea suggested we nominate people who do not always get recognized for the great work they do

VII. NVASP Awards

1. Board wants to continue with award, nominations were to go out in the Fall to be completed before the end of the year
2. Emma to revisit awards

**Open Meeting Adjourned**