

**Emergency Board Conference Call**

Monday, May 18, 2020

2:00 p.m. – 4:00 p.m.

MINUTES

Present: Will Simmons, TJ BeMent, Kathy Griffin, Jeffrey Tsunekawa, Paul DeLosh, Charleston Carter, Jeff Chapple, Michelle Dunivan, Frank Hardester, Kelly Hutton, Tina Mattison, Rick Pierce, Angie VanShoick, Janet Reid, Callie Dietz, Jesse Rutledge, Jennifer Haire, Val Gardner, Stacey Smith, Jude DelPreore

1. Welcome *Will Simmons*
2. 2020 Annual Conference *T.J. BeMent*
	1. ACTION – Cancel In-Person Annual Conference
		1. TJ Presented Conference Cancellation fees - $50,000 from the New Orleans Hilton; $25,000 could be applied to 2024, remainder would be cancellation penalty.
		2. After discussion, TJ made a motion to cancel the in-person conference and approving the NCSC to negotiate a conference in 2024.
		3. Tina made a second
		4. Rick questioned where band and Mardi Gras deposits stand. TJ mentioned that there was a $7,500 deposit to Mardi Gras world, feel should be able to get back all of it as there is a pandemic clause.
		5. All in favor, none opposed.
	2. IF YES, ACTION – Approve NCSC to negotiate Mardi Gras World and band deposit. TJ made a motion to allow NCSC to negotiate on the behalf of NACM, Kathy 2nd, all in favor.
		1. TJ introduced the options in front of the board –
			1. OPTION 1A – No conference
			2. OPTION 1B – “Traditional” Virtual Conference over several days. Would have shorter sessions, no concurrent sessions (or two sessions at a time)

IF YES, ACTION – Choose same July dates or later?

* + - 1. OPTION 1C – distributive conference – one program a day over several weeks.
* These are the options that could take to membership.
* Frank suggested the cost impact needs to be understood to vote. TJ mentioned that SJI is trying to work with them regarding the cash match, or monies left over could be rolled over to the next year.
* Michelle asked if no registration fee, could they market the heck out of this? TJ said that would be recommended
* Tina feels that distributed would be better because of fatigue of being online. Jeff Chapple agreed. Will stated that he agrees with Jeff and Tina.
* TJ asks if people felt okay to vote on what they do now. TJ asked if anyone wanted to make a motion vs. go over numbers. Jeffrey stated that they wanted to go over numbers. TJ went through each line of the projection spreadsheet.
	+ - 1. OPTION 2A – Virtual Conference/Experience w/ Registration Fees
			2. OPTION 2B – Virtual Conference/Experience w/ Complimentary Fees
* Benefits to both models. From vendor perspective the complimentary model may be better.
* Kathy recommended that we move forward with a virtual conference, no fee based, no cash match. How many sessions (obviously paired down from original conference)? Do we think enough speakers would be on board with it being virtual? TJ thinks we could choose the best sessions that could translate well to an online model. Session times may have to be shortened for paneled sessions. Callie said we have 26 sessions (not including sponsor sessions) plus plenary sessions – total of 35 plus sessions. Could have 2 dozen sessions to move forward with an online route. Kathy made a motion to move forward with virtual conference, no registration fee. Kelly seconds the motion for a virtual conference, no registration fee. All in favor, none opposed.
	1. ACTION – Sponsorship and Vendor Limitations
* TJ motions for NCSC staff (Stacey) to work with existing vendors and sponsors to encourage them to stay part of virtual experience or leave fees paid on our books towards next year. Kathy seconds the motion. All in favor, none opposed.
* Complimentary fees model shows a 5% decrease in membership. Looking for swag boxes and heavy marketing to increase membership. We will reach out to SJI to waive cash match.
* TJ asked for clarification on type of virtual conference model – traditional or distributed. Kathy said distributed. TJ made a motion for distributed model with the initial dates to be reviewed in the next few weeks. Jeff (?) seconded the motion to for distributed model with dates to be discussed. All in favor, none opposed.
* TJ said we will move forward with notifying members that conference will be cancelled.
1. 2020 Budget Revisions
	1. ACTION – Approve 2020 budget revisions
	2. ACTION – Approve liquidation of investments
* $110K liquidation of investment account by doing virtual conference with no registration fees. Rick and Kathy don’t think President’s travel ($15K budget) should be cut in case COSCA and other travel later in the year needs to happen. TJ offered to discuss other budget revisions, not conference related be moved to be discussed during June 3rd board meeting. Holding motion until June 3rd.
1. Old Business
	1. ACTION – Appointments to CCJ/COSCA Pandemic Response Committee
	2. ACTION – Appointments to #WeToo Advisory Committee
* Holding motion until June 3rd.
1. New Business – holding until June 3rd
2. Adjourn –

There being no other business the meeting was adjourned.