NAGPS Board of Directors Meeting
Sunday, 26 January 2020
7:00pm EST/4:00pm PST
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Attendance:

Agenda:

Motion to begin meeting at 7:05 pm EST. Seconded and meeting has begun.

1) Approval of Agenda
   a) Motion to approve the agenda by Madhan. Seconded by Vinnie. No opposition to agenda.

2) LAD Date/Location Update - Beth
   a) Draft agenda available
      i) As of right now, the Holiday Inn-Capitol would work for LAD on March 13th. Still negotiating the contract.
      ii) The holiday inn responded to us with $1000 for 3 days. Not sure if this is for all or for each specific day. Need to check on this. Still the best offer we have at this point for LAD.
      iii) They have a divider for separating meetings out. Rooms are sufficient and fits around 90 people total for event.
      iv) Dates: March 13th-March 17th
      v) Hotel room rates are $179 per night
      vi) Questions:
         (1) Do we have the option for a room block/ no room block? Is it require?
             (a) There is an option but there is no food and beverage min if paying for the conference rooms. The booking deadline needs to be discussed.
         (2) Paul wants to move for a motion to a meeting for contract approval. Brad mentioned there are several columns on the spreadsheet regarding LAD. We need to have the date, location, price, etc. so we can create the Eventbrite.
vii) We need a vote to approve this location and then a vote to approve the actual contract (which would happen later on throughout the week)

viii) Motion made by Madhan. Seconded by Vinnie and Fang. Vote occurs. Motion passes.

ix) We will now be contacting the Holiday Inn and will proceed to negotiations.

x) Discussion of Member Rates:
   1) Previous rates were $100 (for members) and $150 (for non-members).
   2) Paul thinks we should wait till we have confirmation from the hotel that they are holding the date and room for us before we create an Eventbrite. Maybe have a late registration instead of early registration as an incentive. Have the later registration be about $25 more.
   3) Kris discusses that we should be telling our membership and further discussion of agreement with other comments
   4) Paul answers Will’s question about room blocks. Basic discussion of how that process works.
   5) Brad discusses a vote on the registration rates. Motion to vote on rates. Seconded. Voting occurs and is passed.
   6) Beth will contact the Holiday Inn. Once we get confirmation, we will get the Eventbrite up and running.

3) President’s Report
   a) NAB Update - Brad, Fang, Paul
   i) Financial Reconciliation
      1) Brad gives us an update on reconciliation for the IPP’s amount due. Excomm discussed payment plan on last call and brought this idea to the NAB. Official suggestion would be to send demand letters every quarter until repayment and declare $2500 lost or stolen for tax purposes. However, this is not a guarantee we will get that money back.
      2) Question about who is giving us advice from Vinnie. Brad discusses we are getting advice from several people. Stan was emailed with information from Brad earlier in the week, still waiting to hear the response.
      3) Paul discussed who advises us (a lawyer, etc..) We do have an open question about if we recognize the lost, if we still have the ability to seek repayment. Whenever there are tax questions, we will run by Stan to get feedback.
      4) Other options include: don’t collect at all, pursue civil/criminal lawsuit, resolve with payment plan options.
(5) Several comments from people (Vinnie and Kris) about us focusing on reinstating the association first, but not forgetting about repayment.

(6) Brad discusses vote to proceed based on NAB recommendations. Motion made and amended based on Paul’s recommendations. Seconded by Diane.

ii) Outreach Plan

(1) NAB wants to get involved with outreach and alumni engagement. NAB was wondering about an outreach plan.

b) Taxes and Tax Status, SW Hall
   i) Stan has been emailed our contract and adjustments are being made. Not as responsive with emails. We can’t move forward until Stan signs the contract with us.
   ii) SAGE Meeting:
   (1) Rio had met with SAGE last year about a partnership. They reached back out to us and would like to still have a partnership. Brad will reach out if he hasn’t heard from them in the next few days.

   c) Intuit Turbo Tax Lawsuit
   i) The lawfirm that is representing the plaintiffs in the lawsuit sent us information. We will be double checking with the NAB. We should be able to officially sign off on it within the next week.

   d) Monthly Report Reminder
   i) We will need to be more diligent about our monthly board reports that will be compiled and turned into annual reports. These will be published on the website and given to members. Please send them to Kendall by February 7th! If you need an exception talk with Brad and Kendall.

4) NatCon Update - Fang
   a) No updates because we are still waiting for membership email to be sent out. UNT and Carnegie-Mellon has reached out to us so far. Diane will send out bid for UCF to BoD soon.

5) Southeast Regional Election Discussion -
   a) Brad and Fang are taking over running the SE Regional Elections since Judy’s term has officially ended and she is trying to graduate (she has a very limited capacity to help continue filling the role since she is working on finishing her dissertation and defending by this March!!). Any additional help from other members of the board to help run it is always welcome:
   i) Judy already created Nomination Form. P/VP need to set a deadline and distribute it (via Dir Comm)
   ii) After the deadline, nominations are gathered (who?) onto a ballot and distributed (Dir Comm) to the region for a vote via digital ballot.
   iii) Election results will need to be announced (Dir. Comm/ President/VP)
   iv) New SE Regional Board members need to be onboarded (who?)
For the 3 Planning Meeting Recaps, if someone took minutes/notes, please link them in “Recap”; we’ll discuss/review each meeting, but it will help if we can all look at the materials. Here is the Planning/Transition Doc, as well)

6) Internal Planning Recap - Brad, Kendall, et al
   a) Discussed improvements short term and long term.
      i) We plan to start working on a better communication schedule with the paid version of MailChimp. Hoping to develop this schedule when we have our monthly discussions so we are able to better plan.
      ii) Having a process in place for people to check emails before they get sent out with the correct information. We don’t want to be sending out wrong information or are not professional.
      iii) Development of SOPs for all positions. How can we standardized the things we do in each of our positions? (i.e., standardized recruitment process).
      iv) Can check out the minutes from that meeting if you want more info here:__________

7) Outreach Planning Recap - Vinnie et al
   a) For those that were not on the call, please reach out to Vinnie about outreach sometime this week once you have had time to read the minutes.
   b) Discussion of adding in assistance and planning committee members. An application had arrived for an assistant.
   c) Brad discusses the process for adding an assistant, voting process, etc.
   d) Check out the minutes here:
      https://docs.google.com/document/d/1ZRA_SqvbJ-rsQr5GtFBCjtrLpNQM7-ia4xZ7cecCTdI/edit?usp=sharing

8) Legislative/Advocacy Planning Recap - Gwen, et al
   a) Discussion of priorities including workplace conditions, legal protection for grad students, pending legislation for immigrants, open access, etc.
   b) Placed all into a table and sorted based on low/high impact and easy/hard task. Decided where they wanted to focus their time.
   c) Focus on monitoring and push for provisions of higher ed reauthorization that we like, mental health issues, etc.
   d) Gwen will work on advocacy meeting planning coming up. Look out for an upcoming email, etc! Will be reaching out to regional directors for social justice positions.
   e) Check out the minutes here: Legislative/Advocacy Planning Recap
   f) _________ Monthly Comm Schedule - Diane (Here) - see the Slack thread in #2020boardofdirectors
   g) President’s Monthly Report
      i) See Above
      ii) Call for Committees
          (1) Strategic Planning
          (2) By-Laws
9) VP Report - Fang
   a) 2020 Yearly Meeting Calendar [Here]
   b) Website bio & profile updates (FB highlight link [Here])
10) Finance Report - Paul
   a) Discussion of finances
      i) Monthly report with total expenses for December
         (1) Ahead of budget and rate of return has increased after repayments to endowment
         (2) 5013C status still waiting for direction and contract with SW Hall
         (3) Reconciliation was also discussed previously on the call
         (4) Discussion of contract template for LAD
      ii) Full deck:
          (1) Accountability and Sustainability
          (2) Overall expenses were under budget. Discussion of current funds with expense management. Repaid $40,000 to the endowment which is much healthier.
          (3) Overall discussion of all expenses from the end of the year including LAD, IPP, etc. We are currently at 98-99% of budget for membership dues.
11) Admin Report - Kendall
12) Comm Report - Diane
   a) Social Media Strategy ([Here])
   b) Defining Special Assistant for Online Engagement Role (Also included in above)
   c) Review process for emails to membership?
   d) Pursue paid MailChimp account once we reach the limits of the free account
13) DoLA Report - Mike [absent]
   a) Legislative Letters to go out tomorrow (DoLA & SALA)
   b) [S.1082] endorsed after discussions with Sen. Murray’s staff; release 1/27
14) External Report - Kristofferson
   a) Will be presenting the BoD with a partnership proposal that would replace the GEICO partnership
   b) Organizing an Alumni Association
15) Outreach Report - Vinnie
   a) Discussion earlier about outreach meeting.
16) Advocacy Report - Gwen
   a) Letters to Pocan & Sanders - support for Fairness in Graduate Student Employment Acts
   b) Full advocacy team will be assembled shortly
17) SJC Report - Gwen
   a) Ongoing work with Action Collaborative for NASEM
18) EC Report - Alex
19) ISC Report - Madhan
20) MW Report - Paulina
   a) 2020 Midwest Regional Conference “Deepening Diversity”
      Host: Purdue University West Lafayette, IN
      Date: April 3-5
      Deadline to submit an abstract is March 15th
      Eventbrite Page is live!
21) NE Report - Benjamin
22) SE Report - Judy
   a) University of Tennessee is hosting SE Regional Conference.
      i) They are in contact with relevant members of the board to develop an
         outreach/communications schedule for maximizing event attendance as
         well as work on their event budget.
   b) SE Elections:
      i) Brad and Fang will be taking over the SE Elections
   c) Judy term has ended and she has a very limited capacity to help continue filling
      the role (she is working on dissertation and defending by this March!!)
23) SC Report - Jesse (absent)
24) W Report - Will
   a) 2020 West Regional Conference
      i) Host: University of Nevada Reno
      ii) Dates: 2/28 - 3/1
25) New Business
26) Open Floor
27) Adjourn
   a) Motion to adjourn. Seconded. Meeting adjourns at 9:06 pm EST.