

**NAGPS Board of Directors Meeting**

**Sunday, 23 February 2020**

**7:00pm EST/4:00pm PST**

**Present:** President- Brad Sommer; Vice President- Fang Zhang; Director of Finance- Paul Welfer; Director of Administration-Kendall Scarlett; Director of Communications- Diane Lieu; Director of Legislative Affairs- Mike Ford ; Director of Outreach- Vinnie Amato; Director of External Affairs- Kristofferson Kulmer; Director of Employment Concerns- Alex Seto; Director of International Student Concerns- Madhan Arulanandam ; Director of Social Justice Concerns- Gwen Chodur;

**Absent:** Midwest Regional Director- Paulina Alatriste; Northeast Regional Director-Benjamin Lane ; Southeast Regional Director-VACANT; Western Regional Director- Will Carrasco Southcentral Regional Director- Jesse Wyatt

**Agenda**

1. Motion to begin meeting. Seconded and commenced at 7:03 EST.
2. Approval of January Minutes
	1. Motion to approve minutes. Seconded. Approved.
3. Approval of Agenda
	1. Minor edits made.
	2. Motion to approve by Madhan. Seconded and approved.
4. President’s Report - Brad
	1. NAB Update
		1. Updated the NAB on active items since last speaking with them. Discussion of recruitment and retention.
		2. NAB suggested us to have partnerships with better content/etc.
		3. Discussion about providing more tangible partnerships with benefits for current/future members and possible membership survey.
	2. NDA for Lauren- Administrative Assistant
		1. Discussion of whom she reports to,
	3. Reconciliation Update
		1. Further discussion of contract and if we need to reallocate more money for Alabama refilling.
		2. Dave Zook has reached out to Stan Hall about contract. If we haven’t heard back soon, we will follow up with them ASAP (within the week).
5. Vice President’s Report - Fang
	1. NatCon
		1. Discussion of due date for bidding document (March 2nd) and dates for conference.
6. Finance Update - Paul
	1. Finance Update
		1. Please look at sent finance update for year/month for specific details.
	2. WRC budget approval
		1. Motion to approve budget by Gwen. Seconded by Vinnie. Budget and registration fee schedule passes.
		2. To execute contract between host and NAGPS accordingly.
	3. LAD budget approval
		1. Discussion of LAD budget
		2. Motion to approve budget for LAD ($4455) with the contingency fee of $545. Seconded motion by Gwen. Budget passes.
7. Legislative Update - Mike
	1. LAD Update - Mike
		1. Registration (Kendall)
			1. List of registered schools requested for follow-up
			2. Discussion of outreach efforts (Vinnie)
		2. Hotel bookings
			1. Discussion of hotel booking for LAD and amount already booked.
			2. Email those who have registered to remind them to book hotel rooms.
		3. Communications (Diane & Kristofferson)
			1. Google drive folder for communications has been created and filled with important info for sharing. Information will be shared on all of our social media platforms.
			2. Request from Brad to send out maximum number of emails for LAD advertisement and that our focus needs to be on LAD.
		4. Speakers
			1. Still in need of people for our staffer panel. If you know of anyone that would be great for this, let Mike know! In need of several speakers for the event. If you would like to help Mike find appropriate speakers, reach out.
	2. Legislative Letters to go out tomorrow
		1. Please review and give feedback ASAP so we can send these out in the morning.
	3. CEF membership renewal (Fang & Paul)
		1. Paul is pulling together 2019 numbers for first section that Mike has asked about. We need to fill out the paperwork for this membership renewal.
		2. Letter was sent on behalf of assistants to UK so they can send several people to LAD. Brad and Mike will follow up.
		3. If you need to nudge admin for travel, let Brad know so that he can write a letter to be sent to administration.
8. Comm Update - Diane
	1. Regional Communication
		1. If any assistance is needed to promote regional conferences, please let her know.
	2. Southeast Legislative Affairs
		1. A person reached out to fill this position and would like some help with logistics.
9. Admin Update - Kendall
10. Outreach Update - Vinnie
	1. OC Meeting for February was early today at 5:30 PM Eastern
		1. minutes: <<https://docs.google.com/document/d/1rZJy21zQXTqVc2U3T_oAqmxm-1f2jU31FQ2R1nFQRjA>>
		2. 2 deadlines set
			1. Packets: set for beginning of LAD
			2. transition documents: Before the next meeting there will be transition documents for outreach directors
		3. Website discussion
			1. Concern about access to the website to edit regional pages
			2. Create a form that regional boards could fill out to update information- Kendall and Kris will work on
			3. Work on creating regional facebook pages
11. External Update - Kris
	1. AGIA Partnership Proposal
		1. [Revenue Projections](https://docs.google.com/spreadsheets/d/13hHy3YMt_uP5FZjJ7ov1Uio5M84D4ROoYSiRlTI0OnY/edit?usp=sharing) (Auto Policy only)
		2. [Sample Agreement](https://drive.google.com/file/d/0B5O1QHGEvHleS3RvR3lOUXI1bTdSTkRfdFV1cWdKM1A0ckpB/view?usp=sharing)
		3. [Product Offerings & Projections](https://drive.google.com/file/d/0B5O1QHGEvHleZ1pSand5WU5yVlZTcVlJWlRtbTZvSE04Z1hN/view?usp=sharing)
			1. Desire to include an opt-out for mailing list.
	2. Smylen
		1. Dental referral platform, offer services at reduced rates.
		2. Limited to NW region.
	3. TRMS
	4. GPSAW
		1. Requires members to highlight benefits of GPSAW during specified week.
12. Advocacy Update - Gwen
	1. SJ Update
		1. Focused on LAD planning and programming.
	2. Police actions @ UC Santa Cruz & UC Irvine
		1. [Letter to Chancellor of Santa Cruz](https://docs.google.com/document/d/1879O2923F3Qj8NhrbM711lFkWRIgExjPOqUJ_J4iox8/edit), issue stems from cost of living in CA.
	3. Check in with Syracuse
		1. NotAgainSU campaign - use of slurs, students of color are being punished
	4. [Proposal for webinar series](https://docs.google.com/document/d/1QT5AdetuzKxeqUhZtpFyjfVi5Kfs4rkgeSoVXkPo2io/edit?usp=sharing)
		1. Spread resources to member schools, recruitment tool, webinar to discuss issues to grad school, moderated discussion, potential topics: gender equity task force, grad food pantry, unionization
13. International Student Concerns Update - Madhan
	1. ISC Committee
		1. Each director is given the option of forming discrete committees. Potentially there is enough interest to segment out the International Student Concerns committee.
	2. Following the legislations
	3. Working with people to initiate international student committee
14. Employment Concerns - Alex
15. NE Update - Ben(Zach)
	1. UMass Lowell
	2. The regional conference has received abstract proposals. Expecting groups from both member and non-member schools.
16. SE Update -
17. MW Update - Paulina
18. SC Update - Jesse
19. W Update - Will
20. Board Check In
21. New Business
	1. Stance on NAGPS funding for attending conferences - must be contributing directly to the conference: involved in presenting, facilitating
	2. Reasonable expectations upon us as volunteers.
22. Open Floor
23. Adjourn