

**NAGPS Board of Directors Meeting**

**Sunday, 31 May 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 External Affairs- Kristofferson Kulmer; Director of Employment Concerns- Alex Seto; Director of International Student Concerns- Madhan Arulanandam ; Director of Social Justice Concerns- Gwen Chodur; Northeast Regional Director- Jack Wilson; Western Regional Director- Will Carrasco

**Absent:** Director of Outreach- Vinnie Amato; Southcentral Regional Director- VACANT; Southeast Regional Director- VACANT; Director of Legislative Affairs- VACANT

\*Meeting called to order at 7:05 EST.

1. Approval of April Minutes
   1. Motion to approve minutes. Seconded and approved.
2. Approval of Agenda
   1. Motion to add feasibility about in-person meetings in the fall by Jack. Seconded by Paul and added to agenda.
   2. Motion to approve amended agenda by Paulina. Seconded. No oppositions.
3. NAB Report - Brad
   1. SW Hall
      1. Discussion of Finance Situation with SW Hall. Inquired about list of names of previous officers from 2016 and any and all previous documents. All documents have been sent to Stan and SW Hall. Expected to have more information in next month.
   2. New NAB Members
      1. Further discussion of addition of new NAB members with diverse backgrounds, younger, and recent alumni.
4. Finance Report - Paul
   1. Refer to reports submitted under separate cover
   2. During the month, the following is the financial condition of the Association. (Figures reported as of Apr’20 EOM\* unless otherwise indicated.)
      1. Total expenses: $831.10 MTD, $6,987.12 YTD.
      2. Total revenue: $985.10 MTD, $3,304.21 YTD.
      3. Assets: $140,285.80 (including Endowment, Old National Bank, PNC and Paypal. \*Note: Endowment reported as of 4/30/20).
      4. Liabilities: $0.00 (including Capital One credit card).
      5. Net Balance: $140,285.80.
      6. The Association is cash flow negative YTD. Apr’20 MTD is cash flow positive. Interest and fees accrued on debt is $0.00 YTD.
      7. Endowment dividend income is $248.25 YTD. Capital gains reinvested is $0.00. Endowment fees are $1,102.11 YTD. Endowment rate of return is -11.26% YTD.
   3. Corporate and Tax Filing
      1. Timely tax filing and reinstating 501(c)(3) status must be a top priority of the Association. SW Hall requested 2016-2017 financial records to process IRS 990 and 1023 forms. Provided SW Hall with 2016-2019 available financial records. Requested bank statements from PNC Bank.
      2. Office of Attorney General for the District of Columbia notified NAGPS of audit concerns via letter dated 9/27/19. Per NAB recommendation, referred matter to SW Hall for resolution. SW Hall advised NAGPS to seek legal counsel.
   4. Reconciliation
      1. Ongoing reconciliation of unauthorized expenses identifies 2017 Director of Finance/2018 President’s personal charges not related to official business of NAGPS. Any personal charges incurred must be repaid immediately. NAGPS accounts cannot be used for personal transactions. No further payments received since last demand letter sent in attempt to recover assets.
      2. Further review of account reconciliation is advised. NAGPS financial statements need to be restated for the years under review. A complete review by an independent third party or forensic accountant along with NAGPS membership oversight is recommended.
   5. All officers are reminded to submit monthly FLASH reports including anticipated expenses and revenue by the 20th of each month.
5. Executive Orders on OPT and Chinese Students - Gwen, Madhan, Ellie
   1. Overview: [OPT](https://docs.google.com/document/d/1uDz4wPmT1YPhRo2RLbMvZXGPgyhsu993yDGxJtojt7c/edit?usp=sharing)
      1. Discussion of potential ban of this program on the impact on universities including possible drop in enrollment, reduction in jobs, etc.
      2. Comunication strategy to reach out to lawmakers, etc. about
   2. Overview: [Chinese Students](https://docs.google.com/document/d/1sNfHny1l5uTDwb5a2UJU0E4tcKCPkpUBFT_6vBgR-o4/edit?usp=sharing)
      1. Current ban on certain Chinese students to perform their graduate studies in the US. Not entirely sure as of yet who this will impact directly and what this means for current students.
      2. Mention of discussion between several organizations (NAGPS, SAGE, etc.) and development of potential plan including calls to congress.
   3. Responses to the EOs
      1. Team-up with CGS and SAGE
         1. Both are planning on drafting statements/stories for us to sign off on.
      2. Social Media Campaign
         1. Discussion of sending this out to larger email list, fact statements, etc. Hoping to start this on Wednesday prior to call-a-thon efforts.
         2. Press releases for both are being developed, tweets, and social media posts will be finished soon. Further discussion regarding next steps and focusing on one point to begin with. Need to develop title for campaign tonight for announcement.
         3. Discussion of social media campaign hashtags
            1. #OPTforaStrongEconomy
            2. #NAGPSagainstXenophobia
            3. #OPTforYouandMe
            4. #OPTandH1BforUandMe
            5. #reopenOPTandH1B
            6. #GradStudentsAreDownWithOPT
            7. #weareinternationals
            8. #fairnessinhighered
      3. Call-a-thon
         1. Discussion of when to start call campaigns and development of a call script/one pager. Agreed to start next week after social media campaign.
6. Title IX - Gwen
   1. No current updates but will update soon after discussing with contacts.
7. NatCon - Fang
   1. No current updates. Fang will reach out to UNT for further updates.
   2. Further discussion of possible loss of revenue with virtual conference. Need to consider reduced registration fees, possible sponsors, etc.
8. Leadership - Fang
   1. Official date will be announced on social media and sent out to membership
   2. Discussion of possible charge, etc. if needed dependent on goals.
9. Fall LAD - Beth, Brad
   1. Review of previous discussions with Westin about Fall event. Need to decide as we get closer to August and if it is in-person or online.
10. Discussion of In-Person Fall Events
    1. Possible development of emergency/contingency plans for all upcoming events.
    2. Revisiting the idea of a membership survey addressing the status of campuses
11. ProTrac Review
    1. Discussion of ProTrac requirements and completions for this month.
    2. Mid-year reviews will occur within the next month for all positions.
12. New Business
    1. No new business to discuss.
13. Open Floor
14. Check-In
15. Adjourn
    1. Motion to adjourn. Seconded. Meeting is adjourned at 8:59 PM EST.