

**NAGPS Board of Directors Meeting**

**Sunday, 28 June 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

1. Meeting called to order at 7:03 EST by Brad.
2. Approval of May Minutes
   1. Moved to approve minutes by Diane and seconded by Gwen. No opposition to approval.
3. Approval of June Agenda
   1. Motion to approve agenda from Gwen. Seconded by Fang.
4. NAB Update - Brad
   1. Offered to help with finding presenters for future events. Discussion of progress with everything we have been working on. Dave Zook to research DC audit notice. Discussion from NAB about us targeting more unions (unions were a part of NAGPS several years ago). Nothing said about unions not being a part of the association; however, we don’t officially associate with union groups.
5. Interview for DoLA Position - Fang (Subject to change in the agenda order)
   1. Gary Wilkins: CMU
      1. Member of GSA at CMU and VP Finance
      2. Involved in departmental activities, graduate teaching fellow, a part of a small grant committee
      3. He would be more interested in the assistant outreach position. Discussion of work/school schedule and priorities, his thoughts on recruitment and partnerships in these roles, and balancing graduate school with other obligations
      4. Gary left the zoom call. Discussion continued about what position to place him in, etc.
      5. Several people applied for positions on the board. Currently, Gary is the only one that is a member; still waiting on the other two to join. Further discussion on waiting for input from others including DoO and legislative assistants.
      6. Motion to table until ExComm meeting by Brad. Excomm meeting with be open to full board at the beginning to discuss with others. Seconded by Paul.
      7. Motion to limit remaining topics to 5 minutes each. Seconded by Gwen.
6. 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 May’20 EOM\* unless otherwise indicated.)
      1. Total expenses: $0.00 MTD, $6,987.12 YTD.
      2. Total revenue: $233.07 MTD, $3,537.28 YTD.
      3. Assets: $144,868.32 (including Endowment, Old National Bank, PNC and Paypal. \*Note: Endowment reported as of 5/31/20).
      4. Liabilities: $0.00 (including Capital One credit card).
      5. Net Balance: $144,868.32.
      6. The Association is cash flow negative YTD. May’20 MTD is cash flow positive. Interest and fees accrued on debt is $0.00 YTD.
      7. Endowment dividend income is $282.48 YTD. Capital gains reinvested is $0.00. Endowment fees are $1,102.11 YTD. Endowment rate of return is -7.95% YTD.
   3. Corporate and Tax Filing
      1. IRS website indicates that the 501(c)(3) status of the Association was revoked on 5/15/19 and revocation posted on 8/4/19. 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 and bank statements.
      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.
7. RISE Act - Gwen
   1. [HR 7308](https://www.congress.gov/bill/116th-congress/house-bill/7308)
      1. Making sure grad students continue to have funding even when grants run out during the pandemic. Appropriations in the next bill to support research institutions and those involved in the research to give extensions for funding.
      2. Motion to endorse and continue conversations about endorsing this bill by Gwen. Seconded by Kris. No opposition and motion passes unanimously.
   2. Bill incorporating Kristofferson’s letter re: research funding
8. Marriage by Degrees Partnership - Brad, Kris, Fang
   1. Discussion of potential partnership and do we think this is something we want to look in to?
   2. They will be emailed and further discussions will be planned with them.
9. Leadership Update - Fang
   1. 17 people registered; 2 people registered to be speakers; 2 more people interested in speaking
   2. Please share event to our peers and to students on our campus.
10. NatCon Update - Fang
    1. UNT is actively preparing for both online and offline conference. Asked us to send out survey about travelling, etc. They want to sit down with us and discuss budgets. Let’s plan to meet before their meeting with UNT administration to discuss options for both budgets.
11. Strategic Plan [Proposal](https://docs.google.com/document/d/1kf1Cm0-_60inpp3ZMM8oASkssQGX8zmXJusrBZwADL0/edit?usp=sharing) - Brad
    1. Discussion of current strategic plan outline. Please go through and make comments, move text, add text, etc. but be clear about changes before next board meeting at the end of July.
12. Discussion of Summer Events and Plans - Brad and Fang
    1. Please think about working/developing transition documents to have prior to NatCon and for next year.
13. ProTrac Update - Fang
14. New Business
15. Open Floor
16. Adjourn
    1. Motion to adjourn the meeting by Will. Seconded by Paul. No opposition.
17. Check-In