

**NAGPS Board of Directors Meeting  
Sunday, Mar. 28th, 2021**

7-9PM ET / 4-6PM PT / 6-8PM CST

Topic: BoD Meeting

Join Zoom Meeting

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**Attendance:** [Note here](#)

**[ProTrack](#)**

**Meeting called to order at 4:05pm EST, 6:05PM CST, 7:05 PST**

1. Approval of Agenda
  - a. Motion to approve by External, second by finance
2. Approval of [February 2021 Meeting Minutes](#)
  - a. Motion by Legislative, seconded by Finance, approved by unanimous consent
3. Board Reports
  - a. [President Report](#), President Chodur
    - i. VP has resigned and Pres. Chodur has accepted the resignation.
    - ii. Going to ask for current BoD members to temp. take on VP duties; aiming to fill VP role before or at the Member Meeting at Spring LAD (agenda to follow)
    - iii. Has a question for IPP Sommer, offline
  - b. [Administration Report](#), Dir. Miller
    - i. Legislative Letters
      1. Uploaded the first March LL
      2. Working on uploading the second March LL
    - ii. Northeast Regional Board
      1. Connected new Northeast Region Board Members with access to their respective email accounts and recovery information

- 2. Working on Northeast Region Board webpage updates
- iii. Event Pages
  - 1. Established National Spring LAD Eventbrite page
    - a. Met with Director Potter, Legislative Affairs, to discuss details prior to allowing the page to run live
- iv. Established Southcentral Regional Conference Eventbrite page
  - 1. Spoke via phone with Director Gurung, SC Regional Director, about details of the page and answered questions related to ticket purchasing options
    - a. Indicated to Dir. Gurung that he will need to direct final questions to Director Klein, Finance
- v. 2021 Monthly Meetings Calendar
  - 1. Created and am actively building up the 2021 annual meetings schedule with all NAGPS-related Executive, Board, and Committee meetings
    - a. Please understand this task is historically associated with the Vice President's duties
- vi. Slack Additions
  - 1. Per request of Director Suri, Outreach, added Southcentral Region Director of Outreach Shellye Tow, Board of Advisors Member Kaylynne Glover, and Northeast Director of Outreach Caroline Ferguson, to the Slack BoD channel
- vii. Email Transition Progress
  - 1. Fully transferred all Western and Southeastern board accounts over to the new format without issue
- viii. Mandatory Website Updates
  - 1. Conducted 19 separate website application and add-on updates
    - a. Noteworthy update included the overarching Wordpress update
  - 2. Working on Ultimate Member 2.1.16 update
- ix. Administrative Assistant Interview
  - 1. Interviewed a candidate with President Chodur
- x. Administration Assistant Director
  - 1. Pulsed network for possible candidates
- xi. Director of Social Justice Concerns
  - 1. Spoke with possible candidate for this position
- c. [Communications Report](#), Dir. Wang
  - i. Communications Committee Meeting Upcoming (tomorrow)
  - ii. Regional conference promotions
    - 1. Requested tentative agenda from Dir. Potter
- d. Employment Concerns Report, Dir. Seto
  - i. Dir. Seto keeping an eye on relevant federal legislation, e.g. PRO Act
  - ii. Research funding appraisals at present as well
- e. [External Affairs Report](#), Dir. Kindred

- i. AGIA
  - 1. second effort of our CT-35189 NAGPS Auto/Home Email Drip Campaign set to deploy on 5/18/21.
  - 2. Please review this email campaign and let us know if you have any questions/concerns by Friday April 9<sup>th</sup>
- ii. Smylen
  - 1. Web seminar on the 27th and 28th of April, 2021
- iii. Sprintax
  - 1. Not much response from membership when previously surveyed
    - a. This indicates at present a lack of desire for tax services at the university level
    - b. Has let Sprintax know how to contact us again in the future
- iv. Enrich
  - 1. University of Kentucky offers this service
  - 2. Meeting set up with KY for Thursday to discuss this further with them
- f. [Finance Report](#), Dir. Klein
  - i. [Current Ticket Impact](#)
  - ii. Overviews
    - 1. Current Highlights
      - a. \$164, 961.60 in the endowment
      - b. Repayments related to 2018 charges ongoing
  - iii. Event budget approvals
    - 1. SC Conference budget approved
    - 2. MW Conference budget approved
      - a. MW Conference Sponsors agreed to receive tickets to future events to offset excess costs related to their hosting expenses
- g. International Student Concerns Report, Dir. Montenegro
- h. [Legislative Affairs Report](#), Dir. Potter
  - i. Spring LAD
    - 1. Event packet forthcoming
      - a. Will include best practices, info about the event, background information about advocacy, and so on.
  - ii. Assistant Roles
    - 1. Three possible candidates for different positions forthcoming
- i. [Outreach Report](#), Dir. Suri
  - i. 2 new individual (1 MW, 1 W) members since 3/14/21. Total Membership: 49
    - 1. Individual: 18
      - a. 3 MW
      - b. 3 NE

- c. 8 SC
    - d. 3 W
    - e. 1 SE
  - 2. Organizational: 30
    - a. 4 MW
    - b. 5 W
    - c. 8 NE
    - d. 5 SC
    - e. 8 SE
  - 3. Affiliate
    - a. 1 SC
- ii. Hosted first SPT meeting on 3/25/21
- iii. Scheduled orientation of MW Outreach Director and Assistant Director of Outreach for next week
  - 1. President Chodur and IPP Sommer indicated that there is no formal agreement/contract/form required for signature to join NAGPS as a Board Member
    - a. Dir. Potter indicated that this idea could be explored once the compliance officer is brought on board
    - b. President Chodur indicated that this may assist with solidifying conceptions of positions and understanding of duties
  - 2. Both will need access to their email accounts and the Drive, per IPP Sommer
  - 3. President Chodur indicated that it will be necessary to bring the new members on to meet the Board and be formally appointed
- j. Social Justice Concerns Report, Vacant
- k. Midwest Region Report, Dir. Luu
  - i. Spent majority of time working on discussions related to MW conference host contract
- l. [Northeast Region Report](#), Dir. Kidder-Wolff
  - i. Worked with board to create a comprehensive list of region schools and whether or not they have student governments
    - 1. Will be conducting a pulse check to see if there are routes for engagement with NAGPS and possible membership opportunities
- a. [Southcentral Region Report](#), Dir. Gurung
  - i. Meetings with Arkansas State University about the conference
    - 1. Graphics to be sent to Dir. Miller for website/Eventbrite updates as needed
    - 2. Some small updates needed on Eventbrite
  - ii. DoLA for SC Region resigned for personal reasons, Dir. Gurung to followup on this once the SC Board meets

- iii. Touched base very shortly with Dir. Miller about position and emails consistency; hoping to use the upcoming conference to reconsolidate positions and fill vacancies
  - b. Southeast Region Report, Vacant
  - c. Western Region Report, Vacant
- 4. Voting Items
  - a. Approval of [Midwest Regional Contract](#)
    - i. Dave Zook reviewed this contract and only had grammar/jargon-related edits to recommend
    - ii. Initially, the conference host was under the impression that they would received one year of free membership in exchange for hosting the conference and the amount of funds they invested into the conference
      - 1. This is not a viable option, however, the NAGPS sought to act in good faith and provided some tickets to upcoming events
        - a. The intent is to ensure this does not happen again or otherwise set a precedent for similar occurrences in the future
      - 2. To be clear, this practice only occurs with the **National** conference
    - iii. IPP Sommer indicated that this is a good opportunity to work with Fin & Fund Committee to develop walkthroughs or FAQs that outline specific policies, benefits, and costs related to the different types of conferences
      - 1. Pres. Chodur indicated this would additionally help schools plan and execute positive and appropriate conferences
    - iv. Motion to approve contract made by Dir. Klein, seconded by Dir. Potter
      - 1. Contract approved by unanimous consent
- 5. Position Recruitment
  - a. Vice President
  - b. Director of Social Justice Concerns
  - c. Western Regional Director
  - d. Southeast Regional Director
  - e. Assistants
    - i. Legislative Affairs
      - 1. Dir. Potter has interviewed 5 possible candidates, 3 responded to his inquiries about appointment, Dir. Potter is moving forward with these 3 candidates
        - a. Wishes to appoint each to three separate positions:
          - i. Robert Anderson - Assistant Director,
          - ii. Sarah-James Miles - Special Assistant for Legislative Analysis,
          - iii. Hannah Douglass - Special Assistant for Legislative Projects
    - ii. Outreach
      - 1. Dir. Suri interested in bringing on a candidate to help establish more one-on-one meetings with members, help with

communications via social media, and general membership interactions

- a. Dir. Suri has a candidate prepared for introduction to the Board for appointment
- b. IPP Sommer indicated all activities related to social media should be relayed/coordinated with Dir. Wang as the Director of Communications

iii. Dir. Seto motioned to appoint all four candidates to their respective positions, Dir. Kindred seconded the motion

1. Appointments carried by unanimous vote by voice

## 6. Vice President

### a. Overview

- i. Much of the VP's work is "behind the scenes" but is fundamentally important to ensuring the NAGPS functions smoothly

### b. Duties

- i. Bids for NatCon
- ii. Initial Planning for Leadership
- iii. Position recruitment/coordination/outreach
- iv. Email

### c. Vacancy Activities

- i. While the NAGPS is between VPs, President Chodur has requested that members of the Board volunteer to help take on some of the outlined duties/responsibilities in order to ensure we are keeping on top of the organization's needs in the interim

1. IPP Sommer indicated a willingness to assist
2. Director Potter indicated he would be able to assist post-LAD

ii. Dir. Seto asked about the general timeline of National Conference sponsor solicitation

1. IPP Sommer indicated that sponsor solicitation typically takes place during the previous year's national conference, but never elicits applications
2. IPP Sommer indicated that previous year's nat con bid applications are in the VP drive and also suggested we not "reinvent the wheel" with the application this year
3. Dir. Seto indicated that he could help promote the sponsor application during LAD

## 7. National Membership Meeting at Spring LAD

### a. [Agenda](#) Items

- i. Voting Item: Updated Budget - Director of Finance [30 min]
- ii. Voting Item: Elections [30 min]
  1. Vice President
  2. Director of Social Justice Concerns
  3. Director of Compliance
- iii. Nonvoting Item: update on the strategic planning process

- iv. Dir. Seto requested we also add on a portion for National Conference bid solicitation
    - b. Parliamentarian
      - i. Per IPP Sommer, in the absence of a Parliamentarian, the President undertakes the duties of the Parliamentarian
      - ii. Pres. Chodur indicated that this cannot be someone who is running for any of the three national positions
    - c. Notice to Members
- 8. New Business
  - a. Dir. Miller asked for everyone to please submit prior month's report activities from the prior month by the second Sunday of the new month
    - i. E.g. submit February 2021 report by the second Sunday of March 2021
    - ii. Dir. Kindred and Dir. Suri both asked questions related to the content of reports
      - 1. IPP Sommer indicated that reports could encompass anything--answering emails, meetings, making phone calls, touching base with members, et cetera
  - b. IPP Sommer brought up the need to ensure that all Zoom links being used for NAGPS-related meetings, so that access is always open and available to anyone with those links
    - i. Pres. Chodur indicated that there have been some issues with the NAGPS Zooms disallowing some individuals access
      - 1. E.g. LCC meetings would not allow Dir. Potter entry no matter what he did
      - 2. IPP Sommer indicated that this may be because those with administrative access to Zoom (President, VP, Admin) typically had to provide access to any alternative meeting hosts
      - 3. Dir. Suri indicated that this has also happened with her university Zoom account as well
  - c. Question from Dir. Suri on whether or not we could use previous conference's videos/content as promo materials for future conferences
    - i. IPP Sommer indicated that this could be problematic from a privacy standpoint
    - ii. Pres. Chodur indicated that this could potentially be implemented on event registration forms--e.g. "Do you consent to the usage of your image and/or likeness in materials related to future NAGPS events?"
      - 1. IPP Sommer indicated that this was posed once before and should be addressed with input from Dave Zook
      - 2. Pres. Chodur indicated that this will be reviewed and updates brought up during the April meeting
- 9. Adjourn
  - a. Motion to adjourn by Pres. Chodur, seconded by Dir. Kindred

**Adjourned at 5:52 PM PST, 7:52 PM CST, 9:52 PM EST**