# KY Chapter of NAPNAP

# Board Member Meeting

1. CHAPTER BYLAWS:

Discussion related to officer succession planning: Officers discussed distributing a Chapter vote to determine if changing our by-laws in 2019 to have our President and Pres. Elect serve a 2-year term.

-This subject was tabled until after the National Conference. Emily and Debbie will report back what other chapters have found to be best practice then we can vote as a chapter.

1. IMPROVING PARTICIPATION / MEMBER BENEFITS

-Discussed phone vs video access

-The group would like

1. STRATEGIC PLANNING / WEBSITE / CHAPTER CHALLENGES:

-Brief discussion related to logistical challenges. Emily McRae and Debbie Farrell will be attending the National Conference Chapter meeting. Challenges our chapter faces have been emailed to the session planner upon request. Emily and Debbie will report back to the group on the April 25th board member call.

-Tracy Gaslin led discussing related to 2019 goal and strategic planning for growth.

-Tracy’s notes related to this discussion: (Thank you Tracy for sharing)

-How many members? ~100

-What makes members want to be members?

* Resources
* Education
* Networking
* Communication – Goal for 2019 (Voted by Board)

-What have been your largest challenges?

* Growing membership/involvement
* How to get people involved?
* Knowing your members?

1. CHAPTER CONFERENCE: 1/25/2019

-Cynethia Bethel-Jaiteh (Conference Planning Chair) updated the board on final details related to the conference.

-Nancy submitted financial details via email reflecting a deficit of $82.22 after all expenses covered. The group discussion concluded with the thoughts that even though we had a deficit for the first time since we have hosted a conference, Board members collectively felt this was still successful as this was the first year we have attempted a conference at this scale.

-THANK YOU to Cynethia for doing a wonderful job in her new role (Conference Chair) created last year under the leadership of Britt Schloemer.

1. 2019 MEETINGS: The Board Members voted to meet every other month via phone conference. This will occur on the 4th Thursday of the even months.

-April 25th, 2019: 6:30 PM

-June 27, 2019: 6:30 PM

-August 29, 2019: 6:30 PM

\* CALL IN INFORMATION WILL BE ATTACHED TO CALENDAR INVITES.

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| Action Items | Owner(s) | Deadline | Status |
| Chapter Survey | Board Members | 3/15/2019 | In Progress: All board members were asked to email Emily McRae ([emily.mcrae@louisville.edu](mailto:emily.mcrae@louisville.edu)) with 2-3 questions that they would like included in our chapter survey. (some thoughts were expressed on the call including: asking the likelihood that members would attend chapter meetings via phone conference, best time for chapter meetings, frequency of meetings.)  \*Emily will build the survey in Survey Monkey and send a draft to the board to view.  \*GOAL: distribute to board by 3/15/19 |
| Conference Follow Up | Emily McRae | 4/25/19 | Emily will generate a report via survey monkey inclusive of all comments from the conference and present on our next call. |
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| National Conference Chapter Meeting | Debbie Farrell & Emily McRae | 4/25/19 | Debbie and Emily will attend. Ask questions previously collected from the board and report back to the group in April: Goal, understand best practices and success of other state chapters and gain ideas, support for further growth. |
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