

# NAACCR Annual Business Meeting Minutes

St. Louis, Missouri

June 15, 2016

## 1. Call to Order, President's Welcome, and Report

Chuck Wiggins

Written materials were offered to those attending as they entered the meeting. President Chuck Wiggins welcomed everyone and called the meeting to order at 1:40 PM local time. An electronic voting system was utilized.

## 2. Approval of Minutes From 2015 Meeting

Chuck Wiggins

No comments or corrections were given for the 2015 meeting minutes. A motion was made to approve the minutes as written. The motion was seconded. No oppositions were voiced the motion was carried.

**ACTION: The 2015 Business Meeting Minutes were approved as written.**

## 3. Election Results and Destruction of Ballots

Bobbi Matt

69 of 82 voting members voted (84%) for five open board positions. President-Elect was filled by Antoinette Stroup, PhD from New Jersey. Frank Boscoe, PhD, from New York, Chris Johnson, from Idaho, and Heather Stuart-Panko, from Saskatchewan Canada were elected to fill the 3 Representatives-at-Large positions. Sponsoring Member Organization Representative was filled by Lori Swain, from NCRA. Bobbi thanked the fellow members of the nominating committee, Jim and Kyle. She also thanked Dustin Dennison and Charlie Blackburn at NAACCR for their support.

Chuck asked for a round of applause for members of the nominating committee and all new board members.

### a. **Destruction of Ballots**

Bobbi motioned for the destruction of the election ballots and it was seconded. There were none present opposed to the motion and it was carried.

**ACTION: The election ballots were destroyed.**

## 4. Highlights and Accomplishments

Betsy Kohler

- Betsy directed attendees to the program for accomplishments in the past year. She shared that NAACCR was able to gain additional funds for the operating budget while lowering operating costs, in part, by moving the main office to a new location.
- Angela Martin and Castine Clerkin were hired for Training and VPR positions respectively.
- Please see 2016 Annual Meeting Report for additional details.

Betsy thanked all Board and Committee members as well as her staff for their hard work in new initiatives that were taken on in the past year.

**5. Progress on Strategic Management Plan**

**Chuck Wiggins**

Chuck mentioned that Nan Stroup (President-Elect) had provided a comprehensive overview of the revised Strategic Management Plan the day before in a Plenary Session. The plan has been approved by the Board and goes into effect immediately. He thanked everyone who was involved for their efforts.

**6. Steering Committee Updates and Committee Reports**

**Chuck Wiggins**

Since Committee Reports were covered in the same session as the Strategic Management Plan Chuck asked if any Chairs had additional comments they would like to share. No comments were made.

**7. Financial Status Report**

**Bruce Riddle**

Bruce Riddle, Treasurer, directed attendees to view the financial information in the hard copy packet and to see the NAACCR website for additional information. He mentioned that NAACCR had an operating budget of nearly two million with approximately 45% going directly to personnel costs. Approximately 63% of revenue comes from the U.S. Department of Health and Human Services with the largest expense being the Annual Meeting. There are six cooperative agreements that were overseen by the Executive Director.

Bruce complimented NAACCR's Executive Director, COO and Comptroller for their oversight of the NAACCR finances.

**8. Supports of All Kind**

**Chuck Wiggins**

Chuck listed and thanked all of the organizations that have contributed to NAACCR in the past year.

**9. Nominations for Nominating Committee 2016-2017**

**Chuck Wiggins**

The following individuals were nominated and accepted: Bobbi Matt, Maureen MacIntyre, and Kyle Ziegler.

**ACTION: The 2016-2017 nominating committee members were elected.**

**a. Appoint Nominating Committee Chair**

Chuck appointed Bobbi Matt as the chair and she agreed to serve in this role.

**10. New Items from the Floor**

**Chuck Wiggins**

Betsy shared that NAACCR will be implementing a discussion board as a new communication tool for the membership. Additional details will be provided soon.

**11. Adjournment**

**Chuck Wiggins**

The meeting adjourned at 2:10 PM local time.