

## **Board Meeting Minutes**

**Name of Group:** New Members Round Table Executive Board

**Type of Meeting:** E-Board Meeting

**Date Submitted:** December 10, 2008

**Date and time:** December 3, 2008 – December 5, 2008

**Place:** NMRTBD-L

**Name of Chairperson:** Laurel Bliss, President

**Name of Recorder:** Maureen Barry, Secretary

### **Attendees:**

**Officers:** Laurel Bliss, President; Linda Crook Shippert, Networking Director; Courtney L. Young, Vice President ; Jenny Emanuel, Councilor; Nanette Donohue, Past President; Anne Robert, Leadership Director; Maureen Barry, Secretary; Dawn Lowe-Wincentsen, Member Services Director; Erin Ellis, Outreach Coordinator; Amy Gonzalez Ferguson, Treasurer;

**Guests:** Adam Haigh, Emily Rimland

**Signature of Recorder/Secretary on Official Copy of Minutes:** Maureen Barry

### **Body of report:**

#### **I. Call to Order and Introductions**

The meeting was called to order by Laurel Bliss on December 3, 2008 at 11:39 AM ET. Each member present introduced herself to the Board as she joined the meeting.

#### **II. New Business**

- a. Approval of Proposal to create an NMRT Awards Reception for 2009 (Linda Shippert, Networking Director)
  - i. Linda presented the proposal to create a 2009 NMRT Awards Reception for the Board's approval. (Proposal attached).
  - ii. Linda moved to create a 2009 NMRT Awards Reception. Jenny seconded the motion.
  - iii. Laurel opened discussion about the proposal.

Student Reception Committee and the 3M/NMRT Social Committee will work together on planning the 2009 NMRT Awards Ceremony. The committees will remain separate until we decide what we will do with the social at future conferences. Nanette suggested The Student Reception Committee can focus on outreach to student groups to publicize and

promote the Awards Reception, the 3M/NMRT Social Committee can focus on publicizing the event to the NMRT membership in general, and both groups can work together to handle logistics, decorations, and catering.

Our budget is a fraction of what is usually spent on the Social, and we'll need to be very clear on what the event will look like. I think that managing expectations will be a huge part of our publicity efforts, i.e. advertising "light refreshments, cash bar", or whatever it turns out to be. Board members will discuss that with both committees in the future.

- iv. Courtney moved to end the discussion. Linda seconded the motion.
- v. A vote was called for approving the proposal, and it was 8 to 0 in favor of approving the proposal. The motion to approve the proposal carried.

### III. Adjournment

- a. Courtney moved to adjourn the meeting. The motion was seconded by Erin.
- b. The meeting was adjourned by Laurel on December 5, 2008 at 1:05 PM ET.
- c. The next meeting is Monday, January 26, 2009, 8AM – 10AM ET, at the Hyatt Regency Denver, Capitol Ballroom 3.

Respectfully submitted,  
Maureen Barry  
NMRT Secretary

## PROPOSAL FORM FOR NMRT AWARDS RECEPTION

From (Name and Office/Committee): Linda Shippert, Networking Director

Date: November 25, 2008

### A. Board Action Requested:

1. To approve the temporary merger of the Student Reception with the 3M/NMRT Social for the 2009 Annual Conference. New event will be named the "NMRT Awards Reception," and will be scheduled for Sunday night, 7 - 9 pm.
2. To approve the temporary allocation of \$2,156.88 to the Student Reception funding line to be spent on the NMRT Awards Reception. Board members pledged \$1,706.88, and committees donated \$450.

### B. Background:

3M has withdrawn their sponsorship of the 2009 3M/NMRT Social. We do not know if they will resume sponsorship in the future. The Social has no separate funding. Board members feel strongly that some sort of major social activity should still take place.

### C. Rationale:

By expanding the Student Reception into an NMRT Awards Reception, we can present the awards for SCOTYA, 3M grant, and Shirley Olofson along with hosting a social activity.

### D. Impact on:

- a. Organization: This proposal would allow us to maintain a key social gathering.
- b. Committee: 3M/NMRT Social would collaborate with Student Reception, instead of coordinating with 3M.
- c. Other Committees: Student Reception would collaborate with 3M/NMRT Social.
- d. Finances (please indicate amounts here with only brief descriptions. Detailed descriptions of costs should be supplied in "E: Supplemental Information" below): Student Reception currently has a budget of \$1,500. Adding the Board member and committee donations (\$2,156.88) would give the event a total budget of \$3,656.88.

E. Supplemental Information (including complete text of the report or policy, and for any proposal that requires additional funding, provide a description and justification for each item):  
None.