

Minutes from NCAC Meeting February 4th 2008

Meeting began at 6:44 pm

Board Members Present: Katie, Julia, Dan, Heather, Carol, Judy, Harold

- Acceptance of Previous Minutes
 - o Julia made the motion
 - o Dan seconded the motion
- President's Report
 - o The Maryland Chapter is hosting a conference from Nov 19th-21st of 2008
 - Will be held in the Annapolis Hotel
 - Chapter asks, Jim Potter; what do you need?
- PDO Report
 - o AICP training opportunities in Vegas
 - o Virginia Chapter is offering ½ day workshop on March 28th in Reston
 - Glenn Larson/Terry Harrington
 - o Ohio chapter is offering a full day of AICP training on April 12th over the web.
 - Cost is \$340 which we may choose to split with 5 other chapters
 - With the split the cost is reduced to \$250 dollars
 - Julia made the motion to make this available to NCAC members
 - Harold seconded the motion
 - o Julia requested to purchase AICP study guides (\$10 each) for each NCAC member signed up for the test with a cap of \$300
 - Heather made the motion
 - Harold seconded the motion
- No Treasurer's report
- Newsletter Report
 - o Katie asked to make sure that the cost to advertisers included advertising on the NCAC website.
 - The present board members agreed that web advertising is included in the cost of running an ad in the newsletter
- Web Update
 - o Dan made a motion to allow the election of board members to occur online and allow PDF forms for paper submissions
 - Carol seconded the motion
- Katie made a motion that all election newsletter issues will be mailed via regular mail and will include a paper ballot for members to vote via paper ballots
 - o Judy seconded the motion
- Harold updated the board on the bylaws and his suggested language changes/additions that were emailed to the board before the meeting
 - o Yellow highlighting indicates a major change
 - o Other colored highlights indicate minor updates and corrections

- Summary of Changes
 - Efforts to enlarge the board
 - Add a President Elect position which would include a 3 year term: 1 year as president elect, 1 year as the president, and 1 year as past president
 - PDO would be split into two positions each with a 2 year term: 1 year as PDO elect, 1 year as PDO
 - A committee has been suggested for the purpose of serving Diversity and Community Outreach
 - There are suggestions as to how to fill vacancies within terms
 - Suggestions for staggered elections (rather than how they are now where the entire board is open for elections)
 - Suggested duties for president elect
 - Chairs meetings in president's absence, shadows president during term, takes over position if president leaves during term
 - Suggested duties for PDO elect
 - Takes PDO training at APA conference
 - Helps PDO manage AICP responsibilities
- No motions were made for any of these changes. It was decided that the board would wait until the next meeting to make decisions concerning the suggestions.