

Minutes: NAPB Executive Committee Conference Call  
August 25, 2016

Klaus Koehler (KK)  
Wayne Smith (WS)  
Todd Campbell (TC)  
Jane Dever (JD)  
Don Jones (DJ)  
Thomas Lubberstedt (TL)  
Kate Evans (KE)  
Sarah Turner (ST)  
Arron Carter (AC)

KK began meeting at 2pm EST. Began a discussion about proposed changes to monthly meeting format. WS-monthly meeting from 1.5 hours to 1.0 hours? KK-yes. WS-endorse the idea of committees sending bullet reports for review prior to the monthly call. Will speed up and make for a more accurate report for the record. KK-made the invitation for September to include everyone, but make it 'mandatory' for the 6 members of the EC. Others, which include committee leaders, are invited to attend at their discretion. WS-NAPB Board? KK, President; WS, Vice-president; TC, Secretary; DJ, Treasurer; AL, Webmaster.

KE-just one rep from PBCC might be included in the monthly call. What is the impact on quorum votes? KK-this is something we should consider. We need to study the bylaws on what is considered quorum. It seems that in the past we only needed the 6 members of the EC to vote and make a decision. KE-could always conduct an email vote if needed. DJ, TC, WS-support the meeting modification. WS- consider aiming for a 1-hour meeting but allocate 1.5 hours. We should also think about EC meeting monthly and Board meeting quarterly (open up to all committee officers). Not a discussion item but something to think about as the organization moves forward. DJ-recommend keeping the calls to a small number of people and focus on using reports from committees. KK- need to make sure committee members are always invited to join and participate in the calls at their discretion. JD- support the modification of the meeting as KK proposed. Like the idea of the written reports and quarterly calls that include EC and committee reps. TL- support the written report and the idea of alternating EC only and full meeting attendance. KK- need to make sure each committee knows what their task is so that they can set goals for the next year. Probably need to include in the first call next month. AC- Committee chairs probably only need to attend calls, but it might be helpful to engage other committee members to promote future leadership.

KK- move forward with the new meeting structure, will have discussion with past presidents about the meeting structure, will look into NAPB bylaws. Will plan to present a summary at the beginning of the next EC call in September.

KK closed meeting at 2:30pm EST