



Transition Meeting

Wednesday, June 8th, 2022

11:00 am-2:00 pm

Revolution Brewing

Board Members Present: Brian Hodges, Tony Minestra, Paul Welsh, Kathryn Hankamp, Mike Gavic, Shawn Wochner, Maddie Corder, Evan Wilson, Josie Blasdel, Betsy Stevens, Joe Freeman, Eric Ruiz, Christian Brown, Sharon Williams

Board Members Not Present: Derek Brinkley, Sylvia Hernandez, Kelly Dutmers

Guests: Annette Braden, Becki Bellito, Omar Solomon, Beth Gilfillan, Erin Hoover, Mayra Lagunas, Ziggy Blackwell, Bettie Mattison-Farris, April Ponte, Scott Hillman, Tara Brewer, Maira Rodriguez, Emily TabEEK, Julie Nelson, Kevin Coy, Faye Ikner, Kenneth Guthrie, Sarah Hartman, Margaret Jones, Sara Espinosa, Scott Carlson, Allegra Giulietti-Schmitt, Christine Grotzke, Josh Stober, Sarah Goldman, Nancy Menard, Angie Cooksy, Lauren Yates, Dave Marcial, Megan O'Rourke

Call to Order (Brian Hodges) *Meeting called to order at 11:17 a.m.*

- Introductions, *name, position, rolling on or off position on board*

Swearing in of New Board Members (Tony Minestra)

President Elect, Treasurer Elect, Secretary, Delegates, Council Team Directors sworn in at 11:30 am

Approval of 3/11/2022 Board Meeting Minutes: *(Kathryn Hankamp)*

K. Hankamp motioned to approve the 3/11/2022 board meeting minutes. J. Blasdel seconded Discussion. Motion carries.

Treasurer's Report (Josie Blasdel)

[Full Treasurer's Report 6/7/2022](#)

	As of 6/7/2022	As of 6/7/2021
Checking Balance	\$303,185.95	\$342,905.76
Investment Accounts	\$687,830.3	\$510,186.61
Total Net Worth	\$991,016.26	\$853,092.37

- Not a lot of activity since we just entered a new fiscal year.
- There are some recent reimbursements that still need to be paid.
- Using a new ACH to do direct deposits instead of mailing checks to ease reimbursements.
- Question about travel to NACAC reimbursement is after travel is complete to confirm You attended.
- Conflict of interest policy will be sent out.
- Please make sure to complete donated services.

Membership Report (Josh Stober)

[6/8/22 IACAC Board Transition Meeting Membership report](#)

MEMBER TYPE	5/31/2022	4/26/2022	3/31/2022	3/4/2022	2/4/2022	1/4/2022
TOTAL TEAMS	547	535	528	507	497	402
TOTAL INDIVIDUALS	1652	1630	1609	1519	1442	1374
TOTAL MEMBERSHIPS PURCHASED	2114	2150	2139	2029	1932	1676

- Total memberships: institutions have purchase memberships but there are spots open

- Looking to explore a membership category for CPS as a centralized enrollment. \$20-\$30 a member for CPS to allow more access to CPS counselors.

Chief Delegate Report (Annette Braden)

- Farewell and thank you to Angie, Paul and Annette as Delegates.
- Introduced Evan Wilson, Joe Freeman and Shawn Wochner.
- Thank you to Sylvia Hernandez, Derek, Sharon and Becki for continuing as delegates.

President-Elect Report (Paul Welsh)

- Conference Updates
 - Conference Coordinator: New role 3 years in the position, to keep continuity as new president elect takes on conference planning. Chrissy Grotzke will be in this position.
 - Minard Planners to plan and run conference to support President Elect
 - Conference Policy Manual: Deadline to update 6/10
 - Conference Committee chair vacancies being filled (6/24 deadline to respond)
 - Conference kickoff meeting in Springfield 8/9 followed by LDI on 8/10

Past-President Report (Tony Minestra)

- Ad-Hoc Committee Progress (Re-Imagining/Re-Purposing the Manager of Operations role)
 - Completed: Executed two Committee meetings
 - Developed Job Description
 - In-process: Examining our options for hiring a search firm
 - Gathering data on industry standards
 - Considering Association Mngt firms
- Nominations : Will begin the early engagement process with committee chairs to identify “risers” in our professional circle.
- Plan to develop “lunch and learn” webinar - sharing Exec Board experience, a “look behind the curtain” kind of event - encouraging transparency and broadening understanding.
- Still developing: “Emerging Leaders” panel - idea is to create a pathway to executive board leadership for younger/less experienced professionals

- Potential partnership with NCI, MMI, and Mentorship
- Welcoming thoughts and perspectives from membership on “widening our circle”

Employees

- Eric Ruiz and Tony executed reviews for Erin and Sherry (all good!)
- Signed contracts for 2022/23 returned

President Report (Brian Hodges)

Anticipated IACAC Related Dates 2022/23

National Conference: Sept 21-25 (W-Sun)

State Conference: April 26-28 (W-F)

IACAC Advocacy Day: Undetermined

Executive Board Meetings

- Transition Meeting: June 8th
- Leadership Development Institute (LDI): Wednesday, August 10th at the **Crowne Plaza in Springfield, IL** Lawrence Alexander has agreed to provide a workshop for IACAC during LDI
- Early Fall EBM: September 21 or 22 (In-Person, with a hybrid virtual option) **Houston, TX**
- Late Fall EBM: November (In-Person) **Moraine Valley Community College**
- Winter EBM: January 2023 (In-Person, virtual option for weather) **University of St. Francis**
- Spring EBM (In-Person, Candidates present): March 2023 **Springfield, IL**
- Conference: April 26-28, **Crowne Plaza, Springfield**

IEC Conversation (Chrissy Grotzke)

The IEC SIG brought up that our policies were a bit of a barrier, especially needing current IACAC members to write letters of recommendations for all IECs stating that there are now more ways that IECs are certified and vetted than when the policy was created.

-- We asked the group led by Sandie Gilbert to review and edit the policies.

-- Upon review of their notes, we noticed that it closely followed NACAC's current policy.

-- Since we have updated all our other policies to mirror NACAC, we used their language to rewrite the policy in conjunction with the notes from the IEC professionals.

[IEC IACAC Membership Proposal Document](#)

ISCA/NEIU/IACAC Collab (Paul W./Beth G.)

- ISCA/NEIU partnership: College Counseling Institute for School Counselors
 - Dr. Beth Gilfillan, Assistant Professor of Counseling NEIU and Dr. Vince-Walsh-Rock, Executive Director ISCA
 - Meeting the PD need of school counselors
 - [2022 one day version](#)
 - 40 currently registered cap at 50
 - Emphasis on college access, financial aid inclusion including parents of first generation students
 - Future of the College Counseling Institute and IACAC's role
 - Potential to be more than a one day and continued year after year like NCI formerly SI that used to have a counselor track.
 - Could be under HSPB

Conference Recap (Erin, Brian, Tony)

- 593 total attendees compared to 700 in 2018 which was the last in person at the Westin in Itasca.

New Business

M. Corder motions to approve the IEC proposal as presented. S. Wochner seconds Discussion Motion carries.

Manager of Operations discussion (Tony Minestra)

- **Executive Director Search Options**
- **Summary:** After receiving five proposals from executive search firms and speaking to several of them, we conclude:
 - Prices range from \$18,000 - \$114,000. (Bids are \$18,000, \$38,000, \$50,000, \$50,000 and \$114,000)
 - Lowest two proposals are from search firms focused on recruiting school leaders (superintendent, principal, etc.) for public school boards.
 - Highest bid is from the firm that conducted NACAC search to land on Angel Perez
 - Our salary of approx \$60,000 is appropriate for our part time needs, but likely not competitive on the open market.
 - This is not a great time to search: reach is limited, and people are in their roles.
 - Off-season to build best candidate pool
 - Very competitive market and candidates are negotiating better benefit packages

Options:

- Hire an *executive search firm* selected from proposals submitted to conduct a full national search. High end timeline approx 16 weeks. Hire Sept or Oct.
 - Not a financially viable option
- Conduct our own informal search by posting job description to industry publications (NACAC listserve, other ACACs, Chronicle of Higher Ed, American Society of Association Executives, etc.). Consider internal candidates.
 - Not something we can manage on our own.
- Hire *internal candidate* and hire *association management firm* to assist with day-to-day operations of IACAC as determined by Executive Director and Board.

Proposal: To go with option 3 and hire Erin Hoover as Executive Director and hire an association management firm to assist with day-to-day.

S. Wochner motions for the finance committee to pursue negotiations with an Executive Director and in August bring back to board options for a management firm to support the executive director.

E Wilson seconds.

Discussion: Concerns about the management firm that will fulfill the assistance around day to day operations and their cost. Is the Executive Director position a promotion or a new role?

Motion fails.

P. Welsh motions to negotiate a one year contract with Erin Hoover to serve as IACAC Executive Director. In collaboration with the Executive Director, explore the hiring of an association management firm to support the organization in its day to day operations. Bring the contract and results of the association management firm search by the end of August 2022 to the executive board for approval. Present to the executive board the full job description for the Executive Director position by the end of August 2022.

E. Wilson seconds.

Discussion.

Motion carries.

L.E.A.D conversation of how to continue their involvement in IACAC. Discussion will continue at a later date.

Call for Adjournment (Brian Hodges)

K. Hankamp Motion to adjourn, J. Freeman seconds.

Motion carries.

Meeting adjourned at 2:03 p.m.

Respectfully submitted by Kathryn Hankamp IACAC Secretary