



Executive Board Meeting

Wednesday, August 10th, 2022

3:00pm-5:00pm

Crowne Plaza, Springfield Illinois

Board Members Present: Brian Hodges, Tony Minestra, Paul Welsh, Kathryn Hankamp, Mike Gavic, Shawn Wochner, Maddie Corder, Evan Wilson, Josie Blasdel, Joe Freeman, Christian Brown, Sharon Williams, Derek Brinkley, Sylvia Hernandez, Erin Hoover, Josh Stober, Kelly Dutmers,

Board Members Not Present: Betsy Stevens, Eric Ruiz, Becki Bellito

Guests: Lupe Flores, Emily Tabeek, Megan Chrum.

Call to Order (Brian Hodges) *Meeting called to order at 3:06pm*

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

K. Hankamp motioned to approve the 6/8/2022 board meeting minutes.

D. Brinkley Seconds

Motion carries

Membership Report (Josh Stober)

- [Membership Report](#)
- The current decrease in members in June is due to change in when registration opened.
- Over half the current membership is new. We should focus on engaging new members.
- Conversations on how to increase membership and participate in CPS and independent counselors.

MEMBER TYPE	7/31/2022	6/30/2022	5/31/2022	4/26/2022	3/31/2022	1/4/2022
TOTAL TEAMS	298	210	547	535	528	492
TOTAL INDIVIDUALS	776	561	1652	1609	1519	1376
TOTAL MEMBERSHIPS PURCHASED	1081	784	2184	2150	2139	1676

Treasurer Report (Josie Blasdel).

- Now that we have an Executive Director hired we are working to catch up on the books.
- [Fiscal Policy](#) was reviewed with the Finance Committee.

Treasurer- Elect Report (Mike Gavic)

- Donated Services continues to be important to fill out so we know the actual cost to operate our organization. Encourage your committee to complete this at every meeting.
- Reimbursements can now be directly deposited into your bank account.

Past Treasurer Report (Eric Ruiz)

- We have 2 innovation fund requests.
 - Committee is being formed to review the requests

President-Elect Report (Paul Welsh)

- On 8/9/2022 we toured the hotel and met to discuss conference
- Menard planners are working with the hotel with our contract.
- We all have a responsibility to recruit people to come to conference since we are hosting in a new area.
- Forming a Local host committee This committee's main goal is to recruit attendance to Conference in April. Other "as needed" tasks may be assigned to this group such as connecting with local businesses or vendors.
- Budget will be brought up in Nov. at meeting
- Consider what programming we want to see and submit a proposal when the call goes out.

Past-President Report (Tony Minestra)

- Building the nominations committee and developing a plan to attract young leaders. Exploring what role the existing board plays in the process.
 - Find a way to do good for all but define what good means
 - Using the exec board on how we recruit new leadership
 - How to values all voices while advancing our organization's work and purpose
 - [Nomination Questions](#)
- By Laws and Credentials - big changes on the horizon.
 - Changes for our board structure because of NACAC
- Looking to close the work of PD Ad-Hoc committee.

- For next meeting we will have a proposal

President Report (Brian Hodges)

- Executive Board meeting date reminders
 - September 22 at NACAC Houston from 6-7:30 pm (In-Person with virtual option) (membership meeting)
 - November 18 at Moraine Valley Community College (In-Person) 10am-2pm
 - January 13 at University of St. Francis (In-Person, virtual option depending on weather) 10am-2pm
 - March 2023 in Springfield, IL (date depending on IACAC Advocacy Day) 10am-2pm

Old Business

- Executive Director Update (Erin Hoover)
 - [Approved ED Contract](#),
 - [Salary Comps](#)
 - [CAM Scope](#)
 - With an executive Director hired we need to look at hiring a firm and to provide support for the Executive Director in running the organization's operations.
 - After Salaries and contracts with Minard services we have a budget of \$13,269 to hire a firm.
 - The firm that has risen to the top through research is Chicago Management
 - This firm would offer a lot of options and cost \$10,200 for the year (\$850 a month)
 - They can provide administrative support, answer the phone, answer email and the mail, insurance, state registration, receive checks, provide a physical address.
 - Provide an individual person assigned as an Executive Director Mentor for leadership guidance
 - Support in strategic planning
 - Social Media and Admission Essay Newsletter \$13,500 a year (\$1,125 per month)
 - They could provide support for the Media communications committee
 - 8 posts a week, 4 platforms, create the newsletter
 - \$23,700- we would be \$10,000 short of the budget
 - Hire a Grad assistant to run social media and newsletter.
 - Workload is too high for communication committee as volunteers
 - This firm rose to the top because of the communication from the firm from multiple people. Customer service and most responsive. Overall their proposal was able to select options to choose from.
 - What is the goal of using social media? We provide them with the goals. Every organization, newsletter for historical purposes. NCI points attendees to social media and other platforms.
 - Have we thought about approaching the Communication committee are they providing direction

- We would need to set goals to see if there is value in our investment. This is done through one year contracts.
- Could the Newsletter information be posted on Social Media.
- Best plan is to approve the firm without the social media and news letter portion.

P. Welsh motion to use the Chicago Management firm going forward \$10,200.

S. Wochner seconds

Discussion

Can we use the social media portion for half the year?

If we move forward doing away with the newsletter can we move forward with just social media.

Can it be brought to the innovation fund

Motion carries

- LEAD Decision
 - Trying to find the best way to work together.
 - L.E.A.D is not a part of IACAC but they will serve our members.
 - If they charge members they can not be members of IACAC.
 - What are we as an association going to do to support our members who want and need this professional development.
 - We don't want to discourage programs or content from being created but we need to own our programs.
 - We end this discussion with LEAD
 - PD grant can be provided to attend LEAD.

New Business

- Future of Assembly and Delegates
 - NACAC will vote to remove assembly which removes the need for delegates
 - Having Delegates as a part of strategic plan or part of nominating committee
 - We have till Nov. to make a decision on the next role of the Delegates.
 - What is the bridge between NACAC and the other Affiliates- what is the point of NACAC to us then.
 - Delegates make a recommendation to all IL members on this decision.
 - Do we know what PD they plan to offer.
- NACAC Revenue Sharing - GAIN/National College Fairs
 - Our relationship with NACAC will be null and void after Oct. 2023.
 - We can choose to stay with NACAC or opt out that can request NACAC to provide funds. If we choose to stay we could take money away from smaller affiliates.
 - In 2025 they won't share revenue when NACAC is in Chicago.
 - We would need to find a way to generate revenue.
 - Reimagining the NACAC college fair. Could our affiliate offer other IRCF The CPS fairs could potentially be regional college fair.
 - Change the requirements to allow for smaller fairs to become regional fairs.
 - Plan for a 0 budget for next year with NACAC fair in 2024 we will not have a fair
 - Our Delegates Derek will create a message for our ACAC or create a list of questions to bring up before the vote opens.

- [Career Center Upgrade](#)
 - This is a space to upgrade our job board. It's currently a free service
 - YM upgrade at no cost. Revenue sharing model. 50/50 split
 - We charge to post their jobs on our website
 - 1 job posting costs \$200: charge non-members?
 - Media sales to find those to post to our job board at an 80/20 share
 - We have more questions let's table for another meeting

Call for Adjournment (Brian Hodges)

B Hodges Motion to adjourn, C.Brown Seconds

Motion carries

Meeting adjourned at 5:06

Respectfully submitted by Kathryn Hankamp IACAC Secretary