



## Executive Committee Meeting Minutes

**Date of meeting:** 01-12-07 (ANNUAL RETREAT)

**Attendees:** Tammi Gaudet, Mike Duran, Ron Blakemore, Carrie Cottrell, Helen Stone, Chad Crutcher

The line item number corresponds to the associated agenda item.

ITEM #		ACTION BY
1	a. The agenda was approved. b. A quorum was established. c. All members of the Executive Committee were present except Cody Helbert.	Info
2	a. Approval of the December meeting minutes was called by Ron and seconded by Mike. No opposed. Approval of minutes passed.	Info
3	a. Accounting <ol style="list-style-type: none"> <li>1. Current balance \$16,448.44.</li> <li>2. New Executive Director contract signed and was effective December 1, 2006.</li> <li>3. NASLA is incorporated and all legal issues have been resolved with the IRS.</li> </ol> b. Trustee News <ol style="list-style-type: none"> <li>1. The board turned down the CEU program (refer to December meeting minutes). Mike and Ron to work to get the CEU program passed. Ideas include: revising the requirements, sending letters to the state board every couple months, redefine the CEU program.</li> <li>2. Mentor program @ UNLV on hold. Ron to develop a mentor program at TMCC.</li> </ol> c. Section News <ol style="list-style-type: none"> <li>1. Lunch meeting January 25, 2007. Guest speaker is Chuck Saladino.</li> </ol> d. Student Issues <ol style="list-style-type: none"> <li>1. No student related issues this meeting.</li> </ol>	Info Info Info Mike/Ron Ron Info Info



	<p>e. Monthly Luncheon</p> <ol style="list-style-type: none"> <li>1. 2006 Speakers- January 17<sup>th</sup>- Chuck Saladino, Kalamazoo Materials February 21<sup>st</sup>- Norm Schilling, Hunter Industries March 21<sup>st</sup>- speaker TBD, Sunports April 18<sup>th</sup>- Patrick Gaffey, sponsor TBD</li> <li>2. Speaker thank you letter provided to Exec comm. Any comments to be back to Tammi by Feb. 1, 2007</li> <li>3. Tammi to provide subject/content of presentation for educational speaker</li> <li>4. Tammi to get list of speakers for the entire year. List of speakers needs to be coordinated.</li> <li>5. Media alerts to be put out prior to meetings and press releases following.</li> <li>6. Put together a binder of standard forms, letters, etc.</li> <li>7. Put in a request for a speaker from National ASLA to come in March.</li> </ol> <p>f. Website update</p> <ol style="list-style-type: none"> <li>1. Format was discussed at an informal meeting before Christmas. A final decision was made by the website committee. Layout and content was provided at the meeting for review. Any comments to be returned to Carrie by Feb. 1, 2007.</li> <li>2. An RFP is being created and will be sent out the week of January 15<sup>th</sup> for the Exec Comm. to review. Once all comments have been received back to Carrie, the RFP will be sent to Troy.</li> <li>3. Research applying for a CIP grant.</li> <li>4. Have one annual sponsor for the website</li> </ol> <p>g. Political Action Committee update</p> <ol style="list-style-type: none"> <li>1. The goal is to get PAC back on track because it has been standing still.</li> <li>2. Blue book- Ron and Mike to work on outlining a strategy.</li> <li>3. Make connections at state and local agencies.</li> </ol>	<p>Info</p> <p>Ex. Comm.</p> <p>Tammi</p> <p>Tammi</p> <p>Tammi</p> <p>Tammi Tammi</p> <p>Info</p> <p>Carrie/ Ex. Comm.</p> <p>Carrie Info</p> <p>Info</p> <p>Mike/Ron</p> <p>Mike</p>
4	<p>a. Annual reviews</p> <ol style="list-style-type: none"> <li>1. The annual review was handed out for review.</li> </ol> <p>b. Annual budget</p> <ol style="list-style-type: none"> <li>1. North section needs to submit an annual budget and annual review.</li> <li>2. Helen to provide a more detailed Income/Expense review describing line items.</li> </ol>	<p>Info</p> <p>Chad</p> <p>Helen</p>

	<p>c. NLAW/NLAM, April</p> <ol style="list-style-type: none"> <li>1. Review the list of ideas given out in the meeting. Helen to contact Norm or Angela about getting a radio spot.</li> <li>2. Other ideas: downtown walking tour, open forum with agencies and related professions, contact the Reno gazette and the R.J. to put an insert in their magazine, put info in the business section, Tammi to do a media alert , Tammi to call city agencies to hang banners.</li> </ol> <p>d. LARE review session update</p> <ol style="list-style-type: none"> <li>1. Tammi to contact Jerry Hastings about doing another review session in Las Vegas.</li> </ol> <p>e. National Licensure Summit</p> <ol style="list-style-type: none"> <li>1. Ron to chair.</li> </ol> <p>f. Annual golf tournament</p> <ol style="list-style-type: none"> <li>1. Contact Geoffrey to see where the golf tournament stands. Exec Comm. to try to get the responsibility back.</li> <li>2. Instead of the tourney, have sponsors support the scholarship program. Contact Susan to set up guidelines.</li> </ol> <p>g. Pink Flamingo banquet</p> <ol style="list-style-type: none"> <li>1. 2007 date set: Saturday December 1, 2007 (tentative pending availability of location).</li> <li>2. Look into having it at a casino downtown; Ron suggested Golden Nugget.</li> <li>3. Put in a request for a speaker from National to come in and speak; Ron suggested EVP Nancy Somerville.</li> </ol> <p>h. Membership and Public relations drive</p> <ol style="list-style-type: none"> <li>1. Goal not set</li> <li>2. 2007 dues increase to be decided after the 2007 budget is established.</li> <li>3. Phase out annual picnic. Keep the annual charity event.</li> </ol> <p>i. UNLV-LA program strategic direction</p> <ol style="list-style-type: none"> <li>1. not discussed.</li> </ol> <p>j. Newsletter</p> <ol style="list-style-type: none"> <li>1. Mike to work with Helen on costs of color.</li> <li>2. Keep a hard copy, but members can opt out of the hard copy because it will be online.</li> <li>3. One of Mike's goals is to create a new newsletter format.</li> </ol> <p>k. funding for individual causes</p> <ol style="list-style-type: none"> <li>1. Each Exec comm. member to set budgets for the year on what they see their financial needs from NASLA</li> </ol>	<p>Helen/ Ex. Comm. Info</p> <p>Tammi</p> <p>Ron</p> <p>Tammi</p> <p>Info</p> <p>Info</p> <p>Info</p> <p>Tammi</p> <p>Info</p> <p>Ex. Comm.</p> <p>Info</p> <p>Info</p> <p>Mike</p> <p>Info</p> <p>Mike</p> <p>Ex. Comm.</p>
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	<p>being.</p> <p>l. Establishment of other committees</p> <p>1. Desert Green- Carrie to represent NASLA</p> <p>m. Retiring licenses</p> <p>1. Mike and Ron to do a write up to the board regarding retiring licenses.</p> <p>n. Monthly Exec. committee meeting time</p> <p>1. Meetings will now be on the first <b>Thursday</b> of every month at <b>6:00 pm.</b></p> <p>o. Membership directory</p> <p>1. Mike to take over. 90% complete by March 1. Get information from Geoffrey Schaffler.</p> <p>p. [Add on to official meeting] Nominations Committee</p> <p>1. As per By-Laws, (Secretary) Carrie to issue a call for potential nominees for 2007 Vice-President position; email request for nominees to be sent out no later than May 1<sup>st</sup>, 2007.</p>	<p>Carrie</p> <p>Mike/ Ron</p> <p>Info</p> <p>Mike</p> <p>Tammi/ Carrie/ Helen</p>
5	<p>a. Next conference call meeting will be Thursday, February 1<sup>st</sup>, at 6pm. The meeting was adjourned by Mike and seconded by Chad at 5:10 pm.</p>	<p>Info</p>