National Foster Parent Association
Board of Directors Meeting
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April 1, 2019
7:30 pm Central Time

Mission
To serve as a respected national voice of foster, kinship and adoptive families through education, networking and advocacy.

Note: Yellow highlights require clarification.

I. Call to Order **Karen Poteet**
The Meeting was called to order at 7:30 PM CST by President Karen Poteet (recording started).

II. Roll Call/Board, Staff and Guest Recognition **Karen Poteet**
Board
Present: Antoinette Cotman, Brian Donahue, Mary Beth Dondiego, Sue Dondiego, Jim Hatch, Cate Hawks, Shawn Johnson, Peggy Kirby, Pat Llewellyn, Eileen Mayers Pasztor, Bonnie McNulty, Karen Poteet, Tom Rector, Bob Ruble, Marcus Stallworth, Tammy Wells, Eshele Williams.
Staff
Present: Irene Clements, Sharon Holman.
Guests: None.

III. Presentation of the Agenda **Karen Poteet**
Motion to amend the agenda and add item under New Business: Reinstatement of Executive Committee meetings. Second by Tom Rector. No opposition, no abstentions. **Motion carried.**

IV. President's Report **Karen Poteet**
Written report was posted on the Portal. *USA Today* magazine is doing a Father's Day edition on Mentoring Young Men; because of his work in this area, Marcus Stallworth agreed to write an editorial. The magazine is scheduled to release during NFPA 2019 Conference and will make copies available to they can be placed in Conference bags. Thanks, Marcus.

V. Executive Director's Report **Irene Clements**

Written report posted on the Portal. Attention given to Foster Care Media – *Kincare* magazine will be available for Conference participants. Centene is offering $33,000 in support of a training website. This could be a member benefit. Specifications must be determined and should be turned around quickly, for example, to discuss at the May Board meeting.

VI. Treasurer's Report **Peggy Kirby**

December 2018 Financials came in on the date of the last Board meeting. January 2019 Financials are not in yet. End of Year bottom line is $2,741.90. Budget had indicated it would be at $7,125.00. Tom Rector noted that it was the work of Irene Clements who "hustled around" and obtained another grant to "fill in the hole." Therefore, it is a "break even as far as the bottom line is concerned."

VII. Finance Committee Report **Tom Rector**

The Committee is a collaborative effort by Irene Clements, Peggy Kirby, Karen Poteet, and Tom Rector. Written report is posted on the Portal. Discussion focused on the current Executive Director hours at 25/week versus 40 hours/week needed. Strategic Planning Committee is working on this change. Executive Committee will vet ideas for the process of initiating the tracking of staff hours, such as a time card.

Recommendation from the Finance Committee to accept Proposed 2019 Budget. No opposition, no abstentions. R**ecommendation accepted**.

VIII. Conference Committee Report **Bob Ruble**

Before giving the report, Bob Ruble made a "30 second announcement" to thank Jim Hatch, Peggy Kirby, and Marcus Stallworth for the good job they did on the CHAMPS video.

2019 workshops are set, presenters have been notified. Dates, times, titles, and "Information at a glance" is online. Registration currently is at 52 paid attendees (pd) + 15 Board members. Revenue night at hotel 51% for which NFPA is contracted. Signage and volunteers must be developed.

Regarding the 2020 Conference:

- The Fall 2019 meeting will be at the conference site in Reston, VA (east of Washington Dulles airport).
- The COSA will meet on Friday, October 25.
- The Board will meet on Saturday, October 26.
- Cate Hawks shared that she is resigning as the Executive Director of NewFound Families of Virginia, effective August 11 and therefore she will not be the local or state contact.

There was a general discussion regarding the need to identify a "local" colleague who could represent the Board's interests in future conference locations.

IX. Strategic Planning Committee Report **Shawn Johnson**

Recommendation from the Board Development Strategic Planning Committee for a Committee Involvement Policy in which everyone on the Board must serve on a minimum of two Committees or Sub-committees. No opposition, no abstentions. **Recommendation accepted**.

The Governance Committee will rewrite procedures to include specific timeframes regarding joining Committees, taking into consideration Board members' interests, especially for newly elected Board members. These procedures will be discussed at the May 2019 Board meeting.

X. Governance Committee Report **Mary Beth Dondiego**

Recommendation from Governance Committee to accept the Election Procedure; amended document to read that five days after an email has been sent to Board members regarding their interest to stay on the Board of Directors, a follow-up call will be made to those members who have not responded. This phone call will be documented. No oppositions, no abstentions. **Recommendation approved with amendments clarified.**

XI. Presentation of the Minutes **Eileen Mayers Pasztor**

Motion by Jim Hatch to approved the February 4, 2019 minutes as revised. Second by Mary Beth Dondiego. No opposition, no abstention. **Motion carried**

March 4, 2019 minutes will be reviewed at the May 2019 meeting, pending decision regarding

- how to list as present those who joined later due to technical difficulties; and
- to clarify the specific end time for the Board meeting.

XII. Council of State Affiliates/Code of Ethics Report **Eileen Mayers Pasztor**

Eileen Mayers Pasztor, in collaboration with Jim Hatch, shared that the Code of Ethics Committee had a second meeting of its "small but mighty" members.

- Newly joining is *Ahmen Cabral, Leader, Maine Youth Leadership Advisory Team (YLAT);* thanks to Jim Hatch for advocating for her to join us and represent the perspective of young people.
- As evidenced by report posted on the Portal, the Committee recognizes that to be inclusive of so many needed perspectives, the Committee would be too large. Therefore, the suggestion of a "hub and spoke" system where there would be a central 'steering' committee but these individuals would reach out to other groups for unique, diverse perspectives.
- The "Code of Ethics/Guding Principles should be relevant for and inclusive of kinship caregivers.
- While the Committee was hoping for feedback from the Board at this April meeting, the current chair will no longer be on the Board at the end of this term; requiring a new chair be appointed who would be a voting member of the Board. This information would be shared with the Committee at its May 2, 2019 meeting.
- The words "Made My Day" were posted at the top of the screen.

Motion by Peggy Kirby to defer discussion of the Code of Ethics Committee to the May 2019 meeting, second by Tom Rector. No opposition, no abstentions. **Motion carried.**

XIII. Audit Committee **Tammy Wells**

Motion by Brian Donahue to move the Board meeting into Executive Session. Second by Peggy Kirby. No opposition, no abstention. **Motion carried.**

Motion by Brian Donahue to move the Executive Session back to Regular Session. Second by Mary Beth Dondiego. No opposition, no abstentions. **Motion carried.**

IV. New Business **Karen Poteet**

Recommendation that the Executive Committee meet once a month in between Board meetings. All notations, minutes of the Committee meetings should be made available. President Karen Poteet indicated that she would notify the Executive Committee of a mid-April meeting, and notes from that meeting would be "reported out."

XV. Adjournment **Karen Poteet**

Motion by Bonnie McNulty to adjourn. Second by Mary Beth Dondiego. No opposition, no abstentions. **Motion carried**. Meeting adjourned at 10:18 PM CDT.

Respectfully submitted,
Eileen Mayers Pasztor
Secretary

Special thanks to *Bob Ruble* for recording, *Loretta Oliver* for transcribing 38 pages, *Tom Rector* for providing the financial support for the transcribing, and *Tammy Wells* for sharing her notes.