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

National Foster Parent Association
Board of Directors Meeting
March 4, 2019 7:30pm Central Time (Log in 15 minutes early!)
Please join my meeting from your computer, tablet or smartphone.
https://global.gotomeeting.com/join/207888541

You can also dial in using your phone.
United States: +1 (872) 240-3212
Access Code: 207-888-541

MINUTES

I. Call to Order **Karen Poteet**
Meeting called to order at 7:30 PM CST 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, Karen Poteet, Tom Rector, Bob Ruble, Marcus Stallworth, Tammy Wells. Eshele Williams
Excused: Bonnie McNulty
Staff
Present: Sharon Holman
Excused: Irene Clements
Guests: None

*It should be noted that, due to technical difficulties, some Board members were delayed in joining the meeting.

III. Presentation of the Agenda **Karen Poteet**

It was requested to address Legal Shield and add Gluck Gear under New Business. **Motion** to approve the agenda as amended by Mary Beth Dondiego, second by Peggy Kirby. No opposition, no abstentions, **motion carried.**

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

This is an unconfirmed Treasurer's report, because the treasurer has not had time to review. However, as of December 31, 2018, we had on our total assets $150,352.29. The balance as of December 31, 2017 was $150,873.64. We are about 20 cents below what we were a year ago with our bank balance at that time. We're standing good, we're solvent.

V. President's Report **Karen Poteet**

In addition to the President's report posted on the Board portal, the President also reported that she was able to go to the Wells Fargo bank and, as of February 21, 2019, Aubrey Manuel's name has been removed from any connection with the NFPA Wells Fargo bank account.

The President called attention to the Board Portal for all the new documents that have been uploaded during the past month. For example, there are more policies, a staff employee handbook, and actual amended articles of incorporation. The Board Portal is the repository of all of our documents, so that Board members can go to one place to find them. And, at the bottom, there is a section that indicates "prior meeting files" where, if you scroll down, all the files uploaded for February's meeting is on the right side. Then after tonight's meeting, those files will go there. Once again, we're going to start having the repository for all of the past meetings as well.

VI. Finance Committee Update **Tom Rector**

The December financials arrived today. Irene Clements has done a great job of providing a breakdown of revenues sources, so we can see and track those as we go forward. We have a nice breakdown of travel plans and budget numbers that are planned for those particular things.

We had authorized operating off the 2018 budget only through to now. We do not have any authorized spending for the future and it going to be until the next board meeting before the budget comes into the room. I am looking for us to extend that authorization of the 2018 budget spending to the next board meeting, if the board would go in that direction.

Karen Poteet asked if we could do that with the exception of five line items in that budget that we would like to move forward. The 2018 budget does not address some specific Conference committee needs for expenditures, so there are five specific items that we would like to have approved. We need to approve the 2018 budget for the next month and we also need to approve expenditures for the following:

- Printing for $2,500.
- Shipping for $1,000.
- Signage for $750.

- Conference bags for $3,000.
- Keynote speaker for $5,000.

These numbers are embraced in the new budget that is not quite done yet, so they are not inconsistent with what we would be bringing forward next month, but the conference committee needs to keep on "rocking and rolling" so we are looking to have those specific items approved tonight.

Jim Hatch asked if there is a contingency fund for the strategic planning activities. Tom Rector replied that these suggestions should be forwarded to him so they can get in the budget. He will be sharing information with Peggy Kirby, Karen Poteet, and Irene Clements to be certain the total picture looks proper and then it will be shared with the Board.

Motion by Mary Beth Dondiego, second by Peggy Kirby, to proceed with the 2018 budget for another month, until the Monday, April 1, 2019 meeting with the exception of the five conference line item listed above. No opposition, no abstentions, **motion carried.**

VII. CONFERENCE COMMITTEE **Bob Ruble**

Written report was submitted by the Conference Chair. In addition, we are at about 30-35%, because we only have to meet 80% of our obligation. We're at about 300 total room nights booked right now. I think we needed 780-something, so we're moving along with that. There seems to be a lot of calls. Also, all of the presenters have been notified of their participation dates and times. The "conference-at-a-glance" is almost completed to be posted on the website shortly.

Sharon Holman reported that there are about 30 registrants to date of which 10 are Board members. About half the presenters have registered.

VIII. AUDIT COMMITTEE **Tammy Wells**

The Audit Committee's report was submitted and is on the Board Portal. The Committee has asked for an extension until April 1, 2019 to provide the report on the bylaws infraction.
The Committee has been working on the tax forms with the Auditor but there has not been a response to date. The IRS continues to report that the NFPA owes money.

IX. MINUTES **Eileen Mayers Pasztor**

The following corrections were identified for the February 4, 2019 minutes:

- Board members excused: Sue Dondiego and Marcus Stallworth
- Governance Committee has a recommendation, not motion, to accept Board Meeting packets, not preparations.

- Conference Committee has a recommendation, not motion, regarding the hotel in Reston, VA for the 2020 conference.
- COSA refers to the Council of State Affiliates and, going forward, the acronym will be COSA.
- Remove the name Duane St. Clair.

Because of the number of corrections, it was decided to hold approval on the February 4. 2019 minutes until the April 1, 2019 meeting.

Eileen Mayers Pasztor offered thanks to Bob Ruble for recording, Loretta Oliver for transcribing 30+ pages, Tom Rector for financial support of Loretta, and Tammy Wells for sharing notes.

X. Council of State Affiliates/Code of Ethics Update Jim Hatch

The report of the Code of Ethics Committee was posted. Eileen Mayers Pasztor thanked Jim Hatch for recruiting two COSA leaders: James MacAllister, president of the Maryland Foster Parent Association and Jessica Lloyd-Rogers, president of the Oregon Foster Parent Association; and we appreciate that Peggy Kirby will be participating because of her leadership with the Code of Ethics pilot project in Louisiana. Two main areas of focus for the Committee meeting were:

(1) Who can be a member? You can see from the report that a list of diverse perspective representatives was generated. One question was whether someone can serve on the Committee without being a NFPA member and, of course, it can be a good recruitment opportunity.

(2) Should we stay with the name "Code of Ethics" or start changing to "Guiding Principles" or both? Eileen shared there is going to be a workshop at the CWLA national conference in April in which Irene Clements, Gwen Bass (a researcher from MA), Denise Gibson (MAPP) from Children's Alliance, Lee White from Foster Parent College.com and she will be presenting a workshop on using foster parent training as an advocacy strategy and we wish to discuss the Code of Ethics. Should we change the name?

It was decided, after a look through the Bylaws, that as the Code of Ethics Committee is ad-hoc, we can obtain diverse perspectives and membership is not required but a participant must be a member to vote. Cate Hawks shared that, absent any distinguishing characteristics of those committee members, the committee can establish, and the Board can establish, whoever they want to have on the committee. According to Robert's Rules of Order, as long as there is nothing in your Bylaws prohibiting an activity, the Board can determine what they want to do as it relates to that committee structure that they are creating.

Regarding the Committee name, it was suggested that we have a hybrid, such as "Guiding Ethical Principles."

XI. Executive Director's Report Irene Clements

See Executive Director's report on the Portal, in the excused absence of the Executive Director.

XII. New Business **Karen Poteet**

Motion by Tom Rector to remove Legal Shield and Gluck Gear from the NFPA website. Second by Bob Ruble, amended to remove Legal Shield and Gluck Gear from the NFPA website pursuant to any legal agreement or contractual agreement that we have with either entity and/or following the appropriate contractual arrangements for termination. Second by Mary Beth Dondiego. No abstentions, no opposition, **motion carried**. It may be noted that in the discussion it was reported that the Legal Shield national office is to provide NFPA with a report and any funding due the week of February 25, 2019.

Regarding the Board portal, Bob Ruble reported that, at least since November, he has been showing everyone how to access their membership, their NFPA membership online, and which he then made a link to go directly to the Board portal so that it would be easier. He offered to help anyone with access to the Board portal and encourages everyone to use it, especially in preparation for the Board meetings.

XIII. Adjournment **Karen Poteet**

Motion by Cate Hawks, second by Sue Dondiego to adjourn the meeting. No opposition, no abstentions. **Motion carried**. Meeting adjourned at X:XX PM CST.

Respectfully submitted:
Eileen Mayers Pasztor
Secretary

Special thanks to *Bob Ruble* for recording, *Loretta Oliver* for transcribing 29 pages, *Tom Rector* for financial support of the transcription, and to *Tammy Wells* for sharing her detailed notes.