NFPA Board Meeting

1/4/21
7:32 p.m. (CST)
Conference Call

Type of Meeting:	Regular Board Meeting	**Type of meeting:**	Conference Call
Meeting Chair:	Karen Poteet, President	**Minutes taken by:**	Cate Hawks
Call to Order	7:32 p.m. CST by Karen Poteet		
Roll Call:	Cate Hawks		

Attendees: Karen Poteet, Thomas Rector, Tammy Wells, Mary Beth Dondiego, Sue Dondiego, Bob Ruble, Peggy Kirby, Cate Hawks, Jessica Lloyd-Rogers
Not Present: Shawn Johnson
Staff Present: Sharon Holman
Guests: Arnie Eby

Minutes

Agenda item: Agenda **Presenter:** Karen Poteet
Discussion: Request by Karen Poteet to move the "President's report" moved up in the agenda after the Treasurer's report.
Motion: Motion to approve the agenda by Tom Rector with second by Tammy Wells. Passed unanimously.

Agenda item: Minutes **Presenter:** Cate Hawks
Discussion: No discussion
Motion: Motion to approve by Peggy Kirby with second by Sue Dondiego. Passed Unanimously.

Agenda item: Treasurer's Report **Presenter:** Peggy Kirby

Discussion: The CPA's office has been closed during the holidays. As a result, the Treasurer has no further information to report other than the ending balance on the checking account which was $405,464.43 as of 12/31/20. Tom reported that about $125,000 of that is in reserve and will be discussed at the February meeting.

Agenda item: President's Report **Presenter:** Karen Poteet

Discussion: Karen reported on the need to vote for the acceptance of the donation from the Paycom employees. Paycom is an organization that does human resources and payroll for companies. The donation amount from employee donations is expected to be $10,000.00. The money has not arrived, yet. Tammy indicated that NFPA will need documentation about the use of the funds and any expectation of NFPA public acknowledgment of the business in order to accept the donation. Karen indicated that at this time the donation is expected to be non-restricted and there are no business promotional expectations.

Motion: A motion by Tom Rector to accept the donations as long as the funds are not restricted and that the letter associated with the donation will be circulated to the Board with second by Sue Dondiego. Passed Unanimously.

Agenda item: Strategic Planning Committees **Presenter:** Various chairs

Operation: No report at this time.

Board Development: No report at this time.

Membership:

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Discussion on Membership Tiers: Pricing Benefit proposal explained to the Board by Tammy Wells. Tammy Wells reported on the work of the strategic planning committee's membership committee. A written report was submitted and posted on the Board Portal.

There was discussion about the procedure for verifying the agency budgets for agency memberships. It was decided that the Membership committee would develop procedures to guide the implementation of the new membership rate structure and forward those recommendations to the Governance Committee for inclusion in the policy and procedure manual.

Further discussion: Bob Ruble asked that we ensure that NFPA is listening to individual members even though they are members through an affiliate or agency. Peggy Kirby suggested consideration of an e-membership for only receipt of electronic materials.

Membership:
Discussion on Expand Our Impact: COSA member incentive proposal presented by Jessica Lloyd-Rogers.
Questions were raised about the difference between the membership tiers documents for state affiliate membership tiers and the Expand Our Impact document differences. The differences is that the Expand Our Impact document exists to facilitate the release of membership information to the Council of State Affiliates and NFPA.

The Expand Our Impact plan would require that all members joining through the state affiliate member process would be processed through the Council of State Affiliates.

Recommendation from the Strategic Planning Membership sub-Committee was to approve the membership tier pricing and Benefits proposal as well as the Expand Our Impact proposal. All recommended proposals were passed unanimously by the Board.

Tom Rector made a motion that an implementation schedule be submitted to the Board by the Strategic Planning Membership subcommittee at the February board meeting with second by Sue Dondiego. Passed unanimously.

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Agenda item: Council of State Affiliates **Presenter:** Jessica Lloyd-Rogers

Jessica presented the CoSA incentive program to create more engagement of CoSA members as a part of the Strategic Planning Membership Subcommittee full package. Question was raised about potential conflict of interest for point awards by Karen Poteet. Jessica indicated that the state with the Chair of the Council would not be able to participate in the program.

However, Jessica did indicate that she envisioned that if the Chair felt that someone deserved extra points for participation it would be possible for the Chair to award extra points at their discretion.

Jessica indicated that the Council of State Affiliates members are currently unaware of this proposal per her instructions to not share without Board approval.

Arnie Eby asked questions about how this will work in light of the CoSA Bylaws. It was indicated that the CoSA Bylaws would be reviewed to ensure compliance.

Jessica Lloyd-Rogers presented a request that the Board set aside $5000 for the Council to award to affiliates based on any approved incentive program adopted by the Council of State Affiliates.

Motion: Tom Rector made a motion to approve the recommendations of number 1 and 2 from the CoSA incentive proposal. (removing the word virtual) with a second by Sue Dondiego. Passed unanimously.

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Agenda item: Executive Committee **Presenter:** Karen Poteet
Deferred until February.

Agenda item: Governance **Presenter:** Mary Beth Dondiego
Defered until February.

Agenda item: Membership **Presenter:** Shawn Johnson
Deferred until February.

Agenda item: Finance **Presenter:** Tom Rector
Deferred until February.

Agenda item: Audit Committee **Presenter:** Tammy Wells
Deferred until February.

Agenda item: Communications **Presenter:** Shawn Johnson
Deferred until February.

Agenda item: Program Committee **Presenter:** Karen Poteet
Deferred until February.

Agenda item: Old Business **Presenter:** Karen Poteet
Deferred until February.

Agenda item: New Business **Presenter:** Karen Poteet
Deferred until February.

Agenda item: Announcements **Presenter:** Karen Poteet
Deferred until February.

Tammy Wells made a motion to defer the remaining agenda until the February meeting with second by Tom Rector. Passed unanimously.

Motion to adjourn by Peggy Kirby and second by Mary Beth Dondiego. Passed unanimously.
Meeting adjourn: 10:00 p.m. CST

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