



Executive Board Minutes

NASIG Board Conference Call August 14, 2019

Executive Board:

Kristen Wilson, President
Betsy Appleton, Vice President/President-Elect
Beth Ashmore, Secretary
Jessica Ireland, Treasurer
Cris Ferguson, Treasurer-in-Training

Members at Large:

Keondra Bailey
Michael Fernandez
Lisa Martincik
Marsha Seamans

Ex-Officio:

Eugenia Beh
Chris Bulock

Regrets:

Angela Dresselhaus, Past President
Shannon Keller, Member at Large
Steve Shadle, Member at Large
Lori Duggan, Ex Officio

Welcome (Wilson)

The meeting was called to order at 3:03 pm Eastern.

Tiered membership fees (All)

Kristen Wilson reported that we have not received any feedback about the tiered membership fee proposal,

but it is also unclear if the announcement went out to the membership. Eugenia Beh does not remember posting it to any of the communication channels.

ACTION ITEM: Beth Ashmore will follow-up with the Communications Committee and see if the message can get sent out again.

Fall Board meeting (All)

We are still holding October 17-18 as possible dates for the fall board meeting. Kristen will check in with Big Ten Conference Center during the first week of September to see if the dates are still available and then we will move forward with our planning.

Vision speaker videos to YouTube

Eugenia asked if anyone had received the video files of the vision speakers so they can be uploaded to our YouTube channel. Beth believes that we got the files shortly after the conference ended and she will check with Maria Collins, former Program Planning Chair, Anna Creech, Conference Coordinator and Angela Dresselhaus to see if they know who has those files from the A/V vendor.

Persistent links for web content (Fernandez)

Michael Fernandez described the need for persistent links for content that will be migrating to the new NASIG website. In particular, NASIG publications like the core competencies are linked to and cited by a number of websites and publications and those links will break if we do not take steps to redirect and provide more

persistent links in the future. Michael said that the Communication Committee is open to investigating ways in which we could get DOIs for our publications as well as determining which publications and other elements on our website should have DOIs. The board discussed potentially becoming CrossRef members and minting DOIs for our publications. Betsy Appleton reported that a basic CrossRef membership is only \$275 a year.

(<https://www.crossref.org/fees/#annual%20member%20fees>). The board discussed if there are any ways to redirect URLs from the old site to the new site. Michael stated that Communications did not think there would be any way to do that. Kristen said that she would talk to web developers she knows for advice on how we might be able to redirect the old links. Michael said that he will ask the Communications Committee to investigate DOIs for NASIG publications as well as identifying which publications would need a DOI.

PPC Action items

PPC has ranked potential Vision Speakers and has a top four for the Board to review. Please send Betsy any feedback about the top four in the next week. PPC has suggested a number of changes to the conference schedule including:

- Doing away with the speakers' breakfast because most of the information is covered via email before and after the conference.
- Extending the time that posters are up and having the poster presenters present during an extended coffee break at some point during the day.
- Scheduling committee meeting time over lunch on the second full day.
- Loosening the structure of the user group meetings, including offering shorter, 1 hour meetings upon request and pushing back the time of the meetings to closer to the first-timers reception and the beginning of the conference.

PPC is preparing for five pre/post conference sessions. They already have one proposal and are looking to

solicit more in the coming weeks in conjunction with their review of the evaluations from this year's conference. PPC also asked if we still need to have a conference theme as coming up with one can be time intensive and it does not necessarily attract any more attendees. The board suggested that while we wouldn't need a theme we could still have a logo that incorporates the NASIG logo into an image that is representative of the city or the year. Betsy said that she would add this discussion of conference theme and logo to the PPC and CPC joint meeting coming up since any changes we might make should be decided on soon.

Incident reporting

Beth told the board that she will be sending out for a review a proposed document that expands on the current code of conduct and incident reporting procedures to include additional information for those who might report a code of conduct violation as well as guidelines for board and CPC members who would be the one to receive such a report. Once the review is complete, there will be a vote to adopt these guidelines.

Treasurer's Report (Ireland)

Jessica Ireland reported that former treasurer Michael Hanson got in touch Chase bank to get us more access to our account management because it appears that the account contacts are still Michael and former president Steve Oberg. Jessica has a conference call with Chase coming up which will include giving Cris and Betsy signing authority and access to our accounts.

Cris is working on a project to do a comprehensive budget for the whole organization including identifying our lines of income and expenditure. Kristen is still going to talk with providers of conference coordination services, but she would like to put off that conversation until we have a clearer idea of how much we would have to spend on these services.

Adjourn (Wilson)

The meeting was adjourned at 3:57 pm Eastern.

Minutes submitted by:

Beth Ashmore

Secretary, NASIG Executive Board