



NASIG NEWSLETTER

Vol. 35, no. 1

March 2020

eISSN 1542-3417

Executive Board Meetings

NASIG Board Conference Call

October 9, 2019

Executive Board:

Kristen Wilson, President

Betsy Appleton, Vice President/President-Elect

Angela Dresselhaus, Past President

Beth Ashmore, Secretary

Jessica Ireland, Treasurer

Cris Ferguson, Treasurer-in-Training

Members at Large:

Keondra Bailey

Michael Fernandez

Shannon Keller

Lisa Martincik

Marsha Seamans

Steve Shadle

Eugenia Beh, Ex Officio

Lori Duggan, Ex Officio

Regrets:

Chris Bullock, Ex Officio

Welcome

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

Cvent call/outsourcing conference help

Kristen Wilson provided information from a conference call with Cvent about the suite of conference services they provide including managing conference

registration and hotel room blocks, abstract management for program proposals, a mobile app for the conference, and a registration desk app for checking in attendees and printing credentials. Currently, we use a number of tools to manage all of these efforts including the website content management system (currently AMO, migrating to Wild Apricot), Proposal Space, and Sched. The price of the entire package is probably more than NASIG can afford and it does not cover all of the needs NASIG is looking for from outside help, e.g. web development, marketing, social media promotion, etc. However, tools like these would give the conference a very slick, modern look and would bring a lot of work onto a single platform, particularly for program planning which uses a number of platforms to manage their work. The board discussed needing to see what kind of service Wild Apricot will provide once we have migrated. Cvent works with other organizations that use Wild Apricot so there could be a future benefit there. Kristen will check with the Conference Coordinator, CPC chairs, and PPC chairs to make sure there isn't any other compelling feedback to take into consideration at the moment. If there is not, Kristen will let Cvent know that we aren't interested at the moment, but will potentially keep it in mind for the future.

Tiered membership fees

Keondra Bailey spoke with the Bylaws committee about what we need to do to vote on the tiered membership fees. Bylaws reported that a change to the Bylaws was unnecessary as the membership fee structure is not currently in the Bylaws. All that is required is 30 days notice of the vote to the membership and, for the

motion to pass, 2/3 of those voting need to vote in favor. Keondra will work with Bylaws to draft the notice of the vote to send to the membership. Cris Ferguson will talk to membership services about implementing the rate change in January once the vote is complete.

Operating expenses for December 2019 newsletter / Revised Treasurer's Report

There was an action item from previous years to create a new template for a treasurer's report that provides more financial information to the membership. Beth and Lori had hoped to put something together as a part of the new budgeting process that Cris Ferguson is working on for the December newsletter. Beth will talk with Jessica and Cris about adding some detail to the current budget report template. Angela said that some of the previous board's concerns about communicating NASIG's financial situation have been remedied through conference finances reporting that has been done over the last few conferences.

Treasurer's Report

Jessica Ireland is in touch with our checking and savings representative and hopeful that we will have access to our investments with their help.

Questions/Updates from Committees

- Awards: The committee asked in their fall report to approve the slate of awards that they would like to offer. The board agreed and said that if they were unable to find a good candidate for an award they could choose not to award it as well as award multiple awards if they are of the same dollar value of an award that is not being given.
- Program Planning: Betsy Appleton stated that the program planning committee had questions about the speaker MOUs and who negotiates the MOUs with speakers if negotiations are necessary. Kristen said that she would talk with Betsy and the

committee to clear up any confusion about how MOUs are used.

- Conference Planning: The committee asked in their fall report if they could discontinue offering NASIG conference merchandise via CafePress as they sold very little last year and it is difficult to use. The board agreed that they can discontinue offering conference merchandise through CafePress and they are welcome to partner with a local vendor for conference souvenirs if they chose to.
- Equity & Inclusion: The committee asked in their fall report about survey methodology and process support for their upcoming survey as well as participating in site selection. Kristen said that Anna Creech as conference coordinator would reach out to the committee on site selection and Michael Fernandez said that he would ask the Evaluation and Assessment committee to work with them on their survey needs.
- Marketing and social media: Eugenia asked if recording or livestreaming sessions was a part of our Spokane hotel AV contract. Angela stated that it would be an add-on but that Spokane does have the ability to stream all of our sessions if we can afford it. The board asked if finding out which speakers are interested in streaming their sessions would be a part of the proposal process? Betsy Appleton will take that back to PPC right away since they are opening the call for proposals soon. We will likely decide which sessions to stream based on interest in the session rather than interest from the speaker but it would be good to know up front who was willing to have their session recorded.
- Newsletter: Lori Duggan reported that we only had one applicant for the position of editor in chief and while it is a strong candidate we would like to still encourage others to apply. Lori asked the board to think if there was any candidates that they knew of and she will ask those currently serving in other positions on the newsletter. We will also have a

meeting specifically on the future of the newsletter as part of our deconstructed board meeting.

- Vendor and Publisher Engagement Task Force: Beth Ashmore reported that Anu Moorthy has agreed to chair the task force and Nicole Ameduri has recruited two more vendor representatives to the group. The group will likely begin with getting feedback from the vendor/publisher community on what they would like to see NASIG do to make the environment more friendly to their participation and sponsorship.

Plans for deconstructed board meeting

Beth will be in touch to schedule a series of meetings to cover the topics we would normally cover at the in-person board meeting. If you have additional topics that need a meeting, email the board list.

Adjourn

The meeting was adjourned at 4:06 pm Eastern.

Minutes submitted by:

Beth Ashmore

Secretary, NASIG Executive Board.