



Approved Minutes
NIRSA Foundation Board of Directors
August 10, 2011
Teleconference Meeting

MISSION STATEMENT: The NIRSA Foundation, through fundraising and stewardship efforts, works in cooperation with the National Intramural-Recreational Sports Association to enhance the effectiveness of collegiate recreational sports by providing its members meaningful opportunities for scholarship, research, and personal and professional development.

VISION: The NIRSA Foundation will lead in providing educational and scholarly opportunities for members of the National Intramural-Recreational Sports Association through the cultivation and distribution of developmental resources.

***CONFIDENTIALITY POLICY:** A Foundation Board Member of NIRSA or Non-Director Committee Member shall not disclose Confidential Information. Confidential Information is information that is acquired while participating in an executive session of a meeting of the Board of Directors or of a NIRSA committee that is being conducted in executive session.*

The Chair of the NIRSA Foundation Board and any other Director or any other NIRSA Foundation Board member shall advise individuals to conduct meetings in executive session where confidential information shall be disclosed.

Official minutes of all NIRSA Foundation Board meetings, complete with meeting handout and support materials, are archived at the NIRSA National Center.

Key: FB=NIRSA Foundation Board; NNC=NIRSA National Center; BOD=Board of Directors; "Bold"=Motion; "Italics"=Follow-up Action Item; "Exhibit"=contact the NIRSA National Center (NNC) or NIRSA Foundation Board member for a copy of the "Exhibit."

I. Call to Order

The meeting was called to order at 10:01am PST.

II. Roll Call

Chair (2009-2012)	Beau Rugg
Vice-Chair (2010-2013)	Eric Nickel
Member at Large (2011-2012)	Steve Young
Member (2010-2013)	Dave Koch
Member (2010-2013)	Suzi Smith
Member (2009-2012)	Loretta Capra (absent & excused)
Member (2011-2014)	Jennifer Rezac
Member (2011-2014)	Stan Shingles (absent & excused)
Designated Director (2011-2012)	Mike Waldron
Secretary/Treasurer (non-voting)	Kent Blumenthal (absent & excused)

NNC Staff

Brittany Rejda, NIRSA Foundation and Event Management Coordinator
Pam Watts, Deputy Executive Director

III. Approve Minutes

A. June 8, 2011 Teleconference Minutes (Exhibit)

MOTION: Smith/Koch. Approved June 8, 2011 teleconference minutes. Passed unanimously.

IV. Foundation Midyear Meeting

A. Travel Matrix

Action Item: Board Members will send flight information to Rejda so that the travel matrix for the midyear meeting can be completed.

B. Midyear Agenda

The Board suggested agenda items for the midyear agenda. Smith asked if it is possible to call work team Chairs during the meeting.

Action Item: Rugg will confirm who will be contacted from work teams at the FB midyear meeting.

Action Item: NNC staff will arrange for telephone service in the midyear meeting room via phone or internet.

Rugg announced that touring Annual Conference sites done outside of meeting time. Smith shared that Smith and Rejda will be touring Annual Conference related sites September 14, 2011 in the afternoon and invited other Board members to join.

Action Item: Board members will forward additional agenda items to Rugg. .

Action Item: Rugg will send draft midyear agenda Board members in advance of the meeting.

Smith suggested that the FB should receive a midyear report about the *Recreational Sports Journal* from editor Paul Milton.

Action Item: Capra will contact Milton to receive a report before the midyear meeting.

V. Work Team Update

Rugg stated that most of the work team chairs have been confirmed and recapped who has accepted work team positions as follows:

A. Scholarship Work Team

Chris Muller will Chair the scholarship work team. Muller and Rugg are finalizing past scholarship winners who will be involved with the work team. So far the work team includes Kendra Violet, Sarah Beth Stein, Bryanne Knight, and Troy Vaughn.

B. Corporate Work Team

Young is working on the Architect Circle concept. Young asked that FB members interested in participating or recommendations of members interested in being a part of this work team contact him by Tuesday, August 30th, 2011. Young will have confirmed this work team by the midyear meeting.

C. Mark Fletcher Fun Run/Walk Work Team

Rugg reported that he is soliciting a 2011 Annual Conference Host Committee member to chair the Mark Fletcher Fun Run/Walk work team. Koch will be the Board liaison and will find out more information before the FB midyear meeting.

D. Community Service Project Work Team

Nickel is working on confirming a Community Service Project Chair and work team members and has received suggestions from Tom Kirch (prior year service project Chair). Nickel will connect with Eric Hunter (2012 Host Committee Chair) to confirm what service project the Host Committee has suggested 2012. Waldron added that the host committee was targeting coastal clean-up programs for the service project.

E. NIRSA Foundation Golf Tournament

Koch stated that he had been in contact with Eric Hunter for golf details and Koch and several FB members will make golf site visits on the Monday, September 12, 2011.

Koch offered to contact Hunter to confirm golf tournament and fun run details and suggested Nickel can connect with Hunter about the community service project to streamline the process and so Hunter does not receive calls from all FB members. Rugg agreed with Koch and directed Foundation Board members to contact their work team chairs to arrange meeting times in Tampa if necessary.

Rugg will decide if a work team for the Foundation Legacy Society is required. Suggestions for individuals on this team included Darcy Bingham and Kris Myers.

Rugg asked Smith if she needed a work team for the VIP Social; Smith indicated she and Capra did not need a work team for this event. Rugg asks if Rejda and Smith needed a work team for the Foundation Table at Annual Conference; Smith stated that with scholarship winner volunteers to help at the table, she did not need a work team.

VI. Support for Career Opportunity Center (COC)

Rugg asked if this topic could be calendared for the midyear meeting. Watts indicated that for development of the FY 2012 NIRSA operating budget, it would be helpful to confirm if the Foundation intended to invest \$10,000 in any NIRSA program; the specific NIRSA program could be determined at a later time. Rezac and Rugg both stated that they would like to see the money go to further the Foundation's mission, which is to support education and research through NIRSA. Waldron acknowledged that there might be other avenues within the state/provincial/regional events or other NIRSA events to cultivate and further the Foundation's mission.

The Board reached consensus that Watts could include \$10,000 in the proposed FY2012 NIRSA Operating budget and that a specific program would be determined at the Foundation midyear meeting.

VII. Scholarship Deadlines

Smith stated that deadlines for Foundation Scholarships have not been set yet but are tied to production of the Annual Conference Program. Watts added that the NIRSA awards committees have decided on deadlines for the next two years and the FB might want to set similar deadlines for the scholarships. The awards committees set earlier application deadlines for 2012 awards to approximate earlier deadlines necessary in 2013 due to the earlier Annual Conference dates. The earlier due dates in 2012 enables the various awards committees to assess the process with earlier dates and make any necessary adjustments for 2013.

Action Item: Watts will send Smith the timeline for awards that the NIRSA board has approved.

Action Item: Smith will review the 2012 and 2013 deadlines for awards and propose 2012 and 2013 scholarship deadlines to FB at the midyear meeting.

Smith stated that the FB may need to look at a December deadline before schools close for winter break. Rugg acknowledged that the scholarship deadlines need to be a high priority so that the FB is able to send out multiple communications since the dates will be earlier than they have in the past.

VIII. Marketing of Foundation

Rugg stated that Rezac is the lead for a marketing plan for the Foundation and will bring information on that plan to the midyear meeting. Rezac added that she is currently recruiting for work team members and has contacted a former NIRSA Marketing Committee chair for suggestions.

IX. FY 2011 Financial Report (Exhibit)

Smith clarified that the Leonida Endowment should be updated to the Fletcher/Leonida Endowment. Smith indicated the amount seemed low since the funds were combined. Watts will review the transactions in this endowment and acknowledged that income from the 2010 fun run may not have been transferred to the Fletcher/Leonida endowment

yet. Smith confirmed that income the 2011 Mark Fletcher Fun Run/Walk should stay in operating fund.

Watts asked for clarification on endowment minimums. Rugg affirmed that it is currently \$15,000 but the Foundation takes \$1,500 as an administrative fee right away, so endowments are considered funded if they are at or above \$13,500. The Frederick R. Braden, Fletcher/Leonida, and Region V Endowments are the only endowments that have this clarified in the Memorandum of Understanding (MOU). Young suggested that MOUs be created (if necessary) or updated to clarify this policy.

Actions Item: FB will create MOUs for all endowments.

Watts reviewed anticipated revenues and expenses for the remainder of FY 2011, including a payment from corporate partner Woodway, Membership fees, and midyear meeting expenses.

Action Item: Watts will prepare a draft FY 2012 operating budget and endowment fund projection for discussion at the midyear meeting.

Watts added that, based on midyear agenda items, there will be decisions with financial implications during the midyear meeting so the FY2012 operating budget and endowment fund projections will likely be revised again after midyear.

Smith reminded the endowment liaisons to contact endowment leads by September 1, 2011 to confirm the number of scholarships for 2012. The FB acknowledged that a Chivetta scholarship may not be awarded in 2012 because the endowment balance is below the minimum.

X. New Business

Rugg stated that he would like the liaisons to the Mark Fletcher Fun Run/Walk (Koch) and the Community Service Project (Nickel) to be on the Annual Conference planning teleconference meetings.

Action Item: Waldron will send the schedule of Annual Conference Planning Group teleconferences.

Waldron asked Smith if she had confirmed the date and time for the Foundation Annual Conference VIP social. Smith stated that it had not been set and asked for a copy of the Annual Conference schedule.

Action Item: Rejda will send Smith a copy of the most current 2012 Annual Conference Schedule.

XI. Adjournment

**MOTION: Nickel/Waldron. Adjourn meeting at 11:07pm PST.
Passed unanimously.**