



Approved Minutes
NIRSA Foundation Board of Directors
May 12, 2010 - 10:00am PST

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 10:00am PST.

II. Roll Call

Chair (2007-2010)	Steve Smith
Vice-Chair (2010-2013)	Suzi Smith
Member at Large (2010-2011)	Eric Stoutner
Member (2010-2013)	Dave Koch
Member (2008-2011)	Loretta Capra
Member (2010-2013)	Beau Rugg
Member (2009-2012)	Jennifer Rezac
Member (2010-2013)	Eric Nickel
Designated Director (2010-2011)	Mike Waldron
Secretary/Treasurer	Kent Blumenthal (absent and excused)

NNC Staff

Karen Bach, Chief Operating Officer

III. Approval of Minutes (Exhibits)

a. Annual Meeting of Members

MOTION: Smith/Capra. Amend Annual Meeting of Members minutes to indicate that Eric Stoutner was nominated and approved for a one-year term as Member at Large. Passed unanimously. (6/Yes, 0/No, 1 Abstention/Stoutner)

MOTION: Smith/Capra. Accept approval of Annual Meeting of Members minutes with the aforementioned amendment and the following corrections. Passed unanimously.

In section IV, indicate that Jennifer Rezac will assume the remaining two years of Mark Powell's unexpired term.

In section VII, indicate that conversations with Human Kinetics about the possibility of the RSJ changing to an online format will be handled by Blumenthal. Additionally indicate that the Annual RSJ Report was not presented at the meeting due to Paul Milton's arrival date at the Annual Conference.

b. End-of-Year Meeting

MOTION: Smith/Stoutner. Approve End-of-Year Meeting minutes with the following correction. Passed unanimously.

In section VIII, clarify that the consideration of an RFP is for a review of investment firms.

c. New Board Meeting

MOTION: Smith/Stoutner. Approve New Board Meeting minutes with the following correction. Passed unanimously.

In section IV, remove punctuation error.

IV. 2010 Annual Conference Update

a. Golf Tournament

Koch remarked that currently \$4,000 has been counted and it will be another month before the total is finalized. Overall, the event went really well and only a few golf shirts need to be ordered for some of the participants. Thank you notes have been sent to the volunteers for their assistance in planning the event.

b. VIP Reception

Smith noted that 143 people were invited to the reception and 91 attended. Smith is waiting on the final bill for the event to determine actual expenses.

c. Fun Run

Koch noted that additional event T-shirts are still needed, but the order has been submitted. Currently the only expenses are the T-Shirts minus the \$1,500 sponsorship. Bach commented about results from the overall Conference evaluation and stated that in general everyone seemed pleased with the event but participants who pre-registered were unhappy that they did not receive T-shirts. Koch agreed and suggested that check-in for the event next year needs to be more streamlined and T-shirts need to be saved for individuals who are pre-registered.

Action: Hall will provide Koch with the final registration list for the Fun Run to determine who still needs to receive a shirt.

Action: Young will send a separate thank you note to Mike Munson for coordinating the framed logo gift for Gina at the last minute.

The FB inquired about their involvement in the Fun Run next year. Waldron stated that the Fun Run would be a function of the Host Committee going forward. He added that the 2011 Host Committee is already on board to connect with the FB and the event will continue to be promoted as a Foundation activity.

It was noted that Gina Fletcher commented to the FB members that she was very pleased with the run and extremely thankful and happy that she made the decision to come to Anaheim.

d. Quilt Auction

Bach stated that Hall has collected the payment for the quilt and has mailed it.

Action: Hall will work with Watts to determine if raffles are allowed in New Orleans.

e. T-shirt Competition/Sale

Smith announced that the winners of the competition were announced in the recent issue of the Know. Smith will need to know the expenses before an evaluation of the event can be completed.

Action: Hall will send Smith the list of expenses from the T-shirt Competition/Sale.

f. Student Match

Smith informed the Board that 102 student donations were received totaling \$1,782 and Darcy Bingham will need to be contacted with the final amount. The FB remarked that 102 is much higher than last year. There were about 103 professional gifts totaling approximately \$19,000. Rezac commented that all the professional donations could not have been counted as her name was not on the list. It was

clarified that the list Hall previously provided only included donations made during the Annual Conference.

Additionally, the FB inquired about the success of the new Credit Card Campaign.

Action: Hall will provide Young with a report showing the totals generated through the Credit Card Campaign.

g. Other

It was decided that the FB should wait for the final donation list before sending thank you notes for donations made at the Annual Conference.

Action: FB should email Hall to request additional Foundation stationary.

V. Review 2010-2011 Meeting Schedule (Exhibit)

The FB determined the following schedule for the 2010 Midyear meeting in New Orleans:

- Sunday, September 12 – (possible golf site visit)
- Monday, September 13 - meetings start at 2:00pm (possible AM golf site visit, possible evening VIP Reception site visits)
- Tuesday, September 14 - meetings all day, possible VIP Reception site visits in evening
- Wednesday, September 15 – Meeting in morning only and tour of hotel & convention center 10:00am-noon (possible afternoon visits golf sites, etc.)

Action: Hall will request arrival/departure times for the Midyear meeting in order to confirm hotel reservations.

- The next teleconference meeting is June 9 10:00am (PST).
- Smith recommended that an informal teleconference be added on April 6.

Action: Hall will add April 6, 2011 to the meeting schedule.

VI. Corporate Partner Updates

MOTION: Smith/Capra. Move into Executive Session. Passed unanimously.

MOTION: Smith/ Stoutner Move out of Executive Session. Passed unanimously.

VII. Board Restructuring

Capra suggested when looking at restructuring the FB, they should be looking at what the FB should be responsible for so that they are not doing everything.

Smith brought up the scholarship selection as an example and noted that currently FB reads both the student and professional scholarship applications. It was suggested that a work team might be utilized to review applications. Other examples of jobs that could be divided up are corporate sponsorships, stewardships, and events. Rugg stated that the key is to divide the work up to make it more workable.

VIII. Action Item List Review (Exhibit)

No items were discussed from the Action Item list.

IX. Additional Business

a. NSRSM

The FB will target the National School of Recreational Sports Management first if there is funding available in the future.

b. RSJ

Young indicated that Paul Milton's RSJ Report was recently sent at via email.

The current contract expires before the 2011 Annual Conference and Milton has expressed a desire to continue as the editor. Capra indicated that Mary Callender had previously emailed the details of the contract. Currently there is a \$1500 stipend with \$250 for office expenses. The FB indicated the need to stay at same funding level in the new contract.

MOTION: Smith/Stoutner. Accept Annual Recreational Sports Journal report from Paul Milton. Passed unanimously.

c. Operating Manual

Smith and Capra will make the final revisions to the Operations Manual. Individual documents for the operating manual will be sent via email.

d. Building a Better Board Project

Capra asked the FB to review and continue to make suggestions.

e. Honor Award

Capra noted that she would like to increase Mark Fletcher's chances of receiving the Honor Award in the future. The FB agreed that they should continue to solicit new letters of support since there isn't a need to resubmit letters to the Honor Award Committee.

X. Adjournment

Meeting adjourned at 11:15am PST