



Approved Minutes
End of Year
NIRSA Annual Conference
Friday, April 20, 2007
Minneapolis, Minnesota
Duluth Room – Convention Center

MISSION STATEMENT: The NIRSA Foundation is a not-for-profit organization committed to education, research and scholarship in the field of recreational sports. The NIRSA Foundation supports the mission of the National Intramural-Recreational Sports Association.

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: NFB=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

Meeting was called to order by Chair Capra at 8:55am.

II. Roll Call

Chair (2004-2007)	Loretta Capra
Member (2004-2007)	Jim Nasiopulos
Vice-Chair (2005-2008)	Beau Rugg
Member (2005-2008)	Dave Koch
Member (2006-2009)	Mark Fletcher
Member (2006-2009)	Bill Crockett
Member at Large (2006-2007)	Maureen McGonagle
Member, Business Rep. (2006-2007)	Suzette Smith
Member/Secretary & Treasurer	Kent Blumenthal

III. Chair’s Welcome and Introduction of Guests

NNC Team

Heidi Cleary

Karen Bach

Guests:

Eric Stoutner, Edsel Buchannan, and
Bob Golson

IV. Approval of Agenda

Agenda was accepted as presented.

V. Minutes – April 5, 2007

Minutes from the April 5, 2007 teleconference were accepted as presented.

VI. Financial Overview

Capra clarified these terms:

- 10% administrative fee
 - the amount extracted from all deposits to restricted funds including any interest income that restricted funds accrue
 - these dollars are provided to the Foundation unrestricted account
- \$25,000 assessment
 - the amount paid to the NNC by the Foundation for NIRSA support

It was determined that how this fee is identified in the budget be clarified. Blumenthal reported that the 10% administrative fee is not currently covering the actual costs of the administrative position and suggested that the fee needs to cover actual costs.

Blumenthal proposed that the budget should reflect the 10% of individual and institutional donations, not the total amount of donations. He also clarified that the 10% fee does not go to NIRSA, but back to the Foundation to help administer the Foundation.

ACTION: The Language in the Foundation Guidelines and Operations Manual needs to be updated and an editorial change needs to be made to section A-6 relative to the assessment fee.

ACTION: The budget will be updated to reflect the assessment relative to what incurs an administrative fee in order to see the differences in line item names.

ACTION: Beau Rugg will develop a plan for the mid year meeting.

ACTION: A line item will be added to reflect the 10% NIRSA administrative support.

VII. Proposed FY08 Budget

Capra suggested that line items appear in the fundraising expense side of the budget, and that budget development be looked at more closely.

ACTION: Line items of the budget will be added the BOD only section on the website.

VIII. RSJ

The current editor's term expires in one year and is appointed by the Foundation Board. It was agreed that the line of succession is already on the editorial board and outside nominations need not be made. The board agreed that the current editor is outstanding and will not be replaced until he expresses an interest in pursuing other avenues or someone else steps forward hoping to take the position.

IX. 2007 Annual Conference

- a. VIP Reception Review
Suzi Smith reported that 72 people attended the VIP reception and it was well received.
- b. Legacy Society
Letters were picked up but none had been returned.
- c. Golf Tournament & Auction
Participation was good. Final numbers were not available.
- d. T-Shirt / Apparel Competition and Sale
The sale is currently being held. No detailed report available.
- e. Quilt Raffle
Students are currently selling raffle tickets.
- f. Matching Campaign / Be A Star status report
The matching campaign is progressing well.

Meeting was adjourned at 10:03am