



Approved Minutes

Year-End Meeting NIRSA Annual Conference & Recreational Sports Expo Thursday, April 3, 2008; 8:30-10:00 am, CST Austin, Texas

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

The meeting was called to order at 8:35 am, CST.

II. Roll Call

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|-----------------------------------|------------------------------------|
| Chair (2005-2008) | Beau Rugg |
| Vice-Chair (2007-2010) | Eric Stoutner |
| Vice-Chair (2006-2009) | Bill Crockett |
| Member (2005-2008) | Dave Koch |
| Member (2006-2009) | Mark Fletcher |
| Member (2007-2010) | Suzi Smith |
| Member at Large (2007-2008) | Tom Kirch (absent & excused) |
| Member, Business Rep. (2007-2008) | Loretta Capra |
| Member/Secretary & Treasurer | Kent Blumenthal (absent & excused) |
| | |
| NNC Team | Karen Bach |
| | Monica Nelson |

III. Chair's Welcome and Introduction of Guests

Guests: Steve Young, Darcy Bingham, Kendra Violet, Bob Golson and Jim Nasiopulos

IV. Approval of Agenda

The agenda was approved as presented.

V. Corporate Brochure

Stoutner reported that the corporate brochure is completed and is ready for distribution. The brochure is meant to be used as a vehicle for recruiting the next corporate partner. The Board discussed methods for distributing this brochure to NIRSA Associate Members, including the option of a personal handoff versus a mailing with a letter from the Board Chair.

Rugg stated that it would be preferable to hand brochures out in person, increasing the likelihood of the sponsorship being duly considered.

Stoutner would like to start the distribution with the original corporate partners to let them know what their work early on has led to in the development of the foundation. If we do not see them at the Conference it would be appropriate to mail the brochure along with a letter from Rugg.

Rugg expressed thanks to Stoutner, Smith and Capra for their work on this brochure.

Action: Stoutner/Smith will work on distributing some brochures via personal handoffs during the 2008 Recreational Sports Expo.

VI. Fiscal Goals

- **Foundation Golf Tournament Discussion**

Rugg/Koch pointed out that the Foundation Golf Tournament has been a profitable event for 13 years running (14 including 2008, pending final financial assessment). Rugg demonstrated that if the Golf Tournament expenses are removed from the Foundation statement of activity, the numbers show that the Foundation is then operating under the budgeted investment income.

Crockett requested input as to whether there would be any disadvantage created if the Golf Tournament expenses were separated from the Foundation budget.

Rugg expressed thanks to Koch for his hard work on the Golf Tournament. Rugg stated that if the event continues to be a well-organized and professionally-run event, although separate from the Foundation fund, risks of loss or financial disadvantage should be relatively low. If there was a loss, the Foundation would step in.

Koch stated that the Tournament's goal continues to be to create a fun event for people to participate in. In the future, we may have to increase entry fees or corporate sponsorships in order to turn a profit from this event.

VII. *Recreational Sports Journal* Annual Report [EXHIBIT]

Milton distributed copies of the *RSJ* Annual Report. He thanked the Foundation board for its continuing support and funding of the *RSJ*.

Report Summary/Highlights:

The Board expanded the number of editors from twelve to fourteen beginning May 1, 2008, with four new editors beginning in 2008. The new editors are Dr. Robert Barcelona, Dr. Barry Miller, Dr. John Jackson and Mr. John Cissak. Ms. Sally Derengoski and Dr. Sarah Young will be stepping off the Editorial Board and will be greatly missed.

Milton reported that the idea of a topical issue has come up in the annual editorial meeting. Currently, several articles are often devoted to a single topic in one issue, but only once in Milton's memory have all articles been devoted to a single topic; that occasion was the NIRSA 50th Anniversary. The *RSJ* Editorial Board would like to put out another issue devoted to one particular topic. Proposed topics include (but are not limited to) student learning outcomes and retention, and fitness/wellness. Milton is confident that the editorial board would choose a timely topic, and not one that would become passé by the time the issue comes out.

Milton requested that the Foundation fund this third issue that would compliment the other two biannual issues. The cost would probably be about the same as that of the other individual issues; estimated to around \$5,000. There would be at least six articles included, and a guest editor would probably be invited. Obtaining enough articles for the issue is often the greatest challenge, so Milton would like to be able to move forward on a three-year timeline.

The Foundation Board agreed that this request should be strongly considered.

Capra inquired whether there would be any expenses involved in inviting a guest editor. Milton does not believe so, and stated that some individuals have already expressed interest in serving in that position. He is not sure whether there would be related expenses, but that is something to consider since the current editor does receive a stipend.

Milton expressed his appreciation of being appointed to the editorial board for another three-year term. Fletcher/Rugg expressed appreciation of Milton's work and asked that he convey that appreciation to the entire editorial board.

Motion: Rugg/Koch. Accept Milton's *Recreational Sports Journal* Report as presented. Passed unanimously.

VIII. Architect Circle

Smith reported that she and Fletcher will be speaking with some individuals regarding interest in the Architect Circle.

Fletcher reported that membership in the Architect Circle would be a package deal, allowing for their Associate Membership dues to be included in the contribution. This means total contribution amount asked of them is not the total amount that the Foundation would receive. Fletcher has not yet received any negative feedback on this model.

Fletcher pointed out that membership in the Architect Circle would not exclude members from participating in other sponsorships (such as Marmon Mok Architects sponsoring the Golf Tournament in 2008 and 2009).

Smith reported that she and Stoutner had discussed creating a single page leaflet to be included in the Corporate Brochure with the different “menu offerings” available to Associate Members.

IX. Old Business

- **Foundation Guidelines & Operations Manual**

Smith/Capra distributed copies of the revised Foundation Guidelines and Operations Manual. Smith reported that the new manual is organized very systematically and should be easy to change and update. In the future, a “rip and replace” of sections can be performed by individual files being sent via e-mail. Certain periodically-updated sections will be updated by a Foundation work team as necessary.

Capra reported that various new sections have been created to add to the collective memory of the board and to give new Board members an accurate picture of various aspects of the Foundation. Bach expressed thanks to Smith/Capra, and requested that this document be housed at the National Center for ease of updates.

Fletcher requested that the minutes acknowledge the efforts of Smith/Capra in putting together this updated manual, and stated that it could be valuable for the Board to go through some sections together. This would help to create a consensus in the understanding of the workings of the Board, and would be valuable to new Board members.

Action: Smith/Capra will send the electronic files to the NNC.

- **VIP Reception**

Smith reported that the VIP Donors Reception will take place at 7:30 pm on Thursday, April 3. 86 attendees have RSVPed.

X. New Business

Rugg expressed thanks to Dave Koch for his service on the Board.

XI. Adjournment

Motion: Rugg/Capra. Adjourn the meeting at 9:30 am, CST. Passed Unanimously.