



Approved Minutes
2008 NIRSA Foundation Midyear Board Meeting
Davidson, North Carolina
November 10-11, 2008

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: 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 8:16 am (EST).

II. Roll Call

Chair (2008-2009)	Beau Rugg
Vice-Chair (2007-2010)	Eric Stoutner
Vice-Chair (2006-2009)	Bill Crockett
Member (2006-2009)	Mark Fletcher
Member (2007-2010)	Suzi Smith
Member (2008-2011)	Loretta Capra
Member (2008-2011)	Steve Young
Member at Large (2008-2009)	Vicki Highstreet
Member/Secretary & Treasurer	Kent Blumenthal (absent and excused 11/10)
NNC Team	Karen Bach
	Kendra Hall
	Pam Watts (teleconference, 10:30am 11/10)

III. Approval of Minutes.

Crockett recommended that future minutes contain the information for the next meeting at the end of the minutes for historical purposes.

Motion: Fletcher/Smith. Approve October 8, teleconference minutes. Passed (8/Yes, 0/No).

IV. 2008 NIRSA BOD Midyear Update

1. Highstreet indicated she is proud of the work the Governance Commission Committee has put forth. The new NIRSA BOD would consist of seven board members. The FB inquired how the new governance model might affect the FB and its representation from the NIRSA BOD.
2. Blumenthal has finalized a contract with Student Voice.
3. The NIRSA BOD briefly discussed the future of staff at the NNC.
4. The NIRSA Board will also be reviewing the Strategic Map.

Motion: Crockett/Fletcher. Pending approval of the Future First Governance Model, the Foundation Board of Directors recommends that the President Designee is the new Board representative for the Foundation Board of Directors in the new NIRSA Governance model. Passed (8/Yes, 0/No).

Action: Send motion to NIRSA President, President Elect, Governance Chair, and Transition Team (once appointed).

Action: Crockett and Fletcher will review the changes that need to be made in the Foundation bylaws.

V. Student Fundraising Initiative

Darcy Bingham has offered to provide a matching campaign for the student fundraising initiative at the 2009 NIRSA Annual Conference. Smith expressed the thought for this campaign is that it will create a pattern of giving.

Rugg has had a conversation with Rachael Finley, National Student Representative and she believes that the entire Student Leadership Team will be at the Region III Lead-on, January 29-30, 2009. Rugg suggested that the FB should plan to carve-out a plan to present the proposed giving initiative to the SLT for their review. The SLT will then be responsible for promoting this initiative. The FB discussed many possible options to market this campaign to reach the goal for the matching donation. The FB agrees that the SLT should be represented at the Foundation table during the annual conference.

Action: Rugg will contact Rachael Finley after midyear to discuss the SLT developing a slogan for the matching campaign. Further discussion will be held at the Region III Student Lead-On.

Action: Smith will obtain information from Darcy Bingham for the matching campaign to share with the BOD by the December 10, 2008 teleconference.

VI. 2009 NIRSA Annual Conference

Rugg asked the BOD if they would like to adjust their meetings at the Annual Conference. Rugg does not feel that this time is conducive to conduct business, rather it is a good time to solicit and steward donations. There is a requirement in the bylaws to conduct an Annual Meeting of Members. Rugg suggests that this meeting be held for the purpose of reviewing the financial overview for the fiscal year. Rugg will have ten minutes at the Opening General Session agenda to discuss Foundation activities at the conference.

Action: Rugg will correspond with Rachael Finley about the Student Business meeting and what support she would like from the Foundation BOD.

The FB made the following decisions regarding 2009 Annual Conference activities:

1. The FB will dine together Tuesday evening. Time and location TBA.
2. The VIP Reception will be held on Wednesday, April 1 from 7:30-9:30pm to avoid overlap in other events, location TBD.
3. The scholarship breakfast would be held at 7:30 am on Thursday, April 2.
4. The FB Year End Meeting is scheduled for 8:30-9:30am on Thursday, April 2.
5. The Annual Meeting of Members for the FB will be held on Friday, April 3 at 8:00am.
6. New Board meeting will be held on Saturday, April 4 from 8:00-10:00am.
7. Stoutner, Rugg, Young, and Capra will visit a possible golf course for the tournament today (November 10). More information regarding the golf tournament will be discussed at the December 10, 2008 teleconference.

The FB discussed future summer and midyear meetings. A decision for whether or not to hold a summer meeting has not yet been made. Stoutner feels that with an earlier midyear meeting, a summer meeting may not be necessary. The FB discussed possible dates for the 2009 Midyear meeting. They would like to meet September 20-23, 2009, in Anaheim to collaborate with the NIRSA BOD's Midyear meetings. Rugg stated that he is aware of a potential sponsor for the 2009 summer or midyear meeting.

VII. Fiscal Update (Exhibits)

Watts joined the meeting via teleconference to provide financial updates. Watts reviewed the 2008 year-to-date results and 2009 proposed budget. The FB discussed the impact of the economic downturn and its effect on Foundation activities. Watts reported that the Smith Barney account value was down 15% as of September 30, 2008 from the prior year. This is less than the overall market decline. Watts clarified that investment income included in prior year operating budget included interest, dividends and investment gains. Watts suggested including interest and dividends, but not investment gains or losses, in 2009 operating budget. The FB agreed. The FB discussed the effect of investment losses causing an endowment to go below the minimum threshold. The FB agreed that they would not dissolve an endowment due to investment losses.

**Motion: Fletcher/Highstreet. Approve the FY 2008 Budget as presented.
Passed (8/Yes, 0/No).**

Motion: Young/Capra. Approve the FY 2009 Budget as adjusted. Passed (8/Yes, 0/No).

Watts informed the FB that there is excess cash in the operating account that can be transferred to the investment account. However, given the volatility of the market, Watts asked the FB if they wanted to make the transfer, or not. The FB agreed to discuss further and report back to Watts at a later date.

Action: Rugg will follow up with Watts after the Midyear Meeting to discuss decisions made by the FB in regards to investment decisions.

VIII. Fundraising Strategic Plan for 60th Anniversary

The FB discussed many possible themes for fundraising ideas. The FB would like to have the 2009 conference be the largest giving year yet. There are currently multiple ways to contribute to the Foundation:

- Golf Tournament
- T-shirt sales
- Quilt Raffle (2008 conference t-shirts)
- HBCU Quilt (auction)
- Darcy Bingham's Student Match
- Founders Endowment (1st 60 donors, t-shirt)
- New Professional donors

The FB agreed that simplifying the entire contributing process would be beneficial for everyone. The current state of the economy is going to greatly affect the possibility of matching donations and sponsorships for this year.

The FB would like to have visual displays of the themes and contribution opportunities to minimize the amount of information that is put on the giving brochure. The FB agrees that the brochure should be reduced to a single page, rather than a six-fold brochure to be more efficient and sustainable.

Action: Rugg will look into graphic design options and will contact Kitty Herb-Kalberer, Director of Marketing for brochure options.

Action: Capra, Smith, and Crockett will work collaboratively to create a new brochure.

Action: Fletcher, Young, Rugg, and Stoutner will discuss corporate partners that they will approach for matching offers. They will bring more information to the next teleconference on December 10, 2008.

IX. Site Visit to Charlotte Convention Center and the Westin Charlotte

X. Recess

Tuesday, November 11, 2008

XI. Scholarship Update

All members of the Board will review the student scholarship applications except for Blumenthal and Highstreet. The scoring will be based on the same scale as last year and timelines will be discussed at the December 10, 2008 teleconference.

Action: Hall and Crockett will collaborate on ideas to develop a refined process for when applications are received at the NNC.

- A. Student Selection Committee consists of Crockett (Chair), Rugg, Stoutner, and Young.
- B. Professional Selection Committee consists of Fletcher, Capra, and Smith.

XII. Corporate Sponsor Policy

Blumenthal suggested to the FB that they adopt this policy by early 2009. Two convergent issues are that this policy protects against conflicts of interest and unrelated business income. Having this policy in place would be a good housekeeping seal of approval for the I.R.S. Blumenthal indicated to the FB that policy would spell out what can and can't be promised to sponsors. Exclusivity is not an option. Blumenthal stated the following three policies that are listed on the NIRSA homepage:

1. NIRSA Whistleblower Policy
2. Corporate Sponsor Policy
3. Document Retention

XIII. 2009-2010 Foundation Board

The Board determined that there will be one new position open on the FB for 2009-2010. Fletcher's three-year term concludes in 2009, making him eligible for a one-year term. Rugg's one-year term also expires in 2009, making him eligible for a three-year term. Crockett stated that since he is standing for 2009-2011 Region I Vice President, he plans to step down from his Foundation position in 2009, at the conclusion of his three-year term. The new Leadership Opportunity will be announced to the membership in the December/January NIRSA Know.

XIV. Old Business

Action: Smith and Capra will submit a professional application article for the December NIRSA Know.

Plans for February and March 2009 NIRSA Know articles include scholarship reminders and updates and Foundation activities at the 2009 Annual Conference.

The FB discussed that the deadline for submissions in the 2009-2010 Strategic Map is January 6, 2009.

XV. New Business

1. Founders Endowment T-shirts. Kristi Deschene, 60th Annual Conference Work Team Chair, will work with the FB to develop a plan for Founders t-shirt giveaways.
2. Blumenthal suggested that the FB consider supporting the COC at least until the contract with Star Trac ends in 2011. Rugg stated that the FB will continue supporting the COC until 2011.

Motion: Fletcher/Smith. The Foundation Board will support the Career Opportunities Center in the amount of \$10,000 annually for the 2010 and 2011 NIRSA Annual Conferences. Passed Unanimously.

3. Blumenthal encouraged the FB to review the Foundation Mission and Vision Statements to make sure that they are clear and match up with the events that the Foundation is doing.

Action: Young and Fletcher will review the NIRSA Foundation Mission and Vision statements for possible revisions, and present a draft to the Board in early 2009.

Action: Young will follow up with the Board in regards to sponsorship opportunities for the golf tournament.

Action: Once revised, add Mission and Vision Statements to the Foundation homepage on website.

XVI. Adjournment

Motion: Stoutner/Fletcher. Adjourn the meeting at 12:19pm EST.