NCDA Board of Directors
August Board Conference Call
Wednesday, August 10, 2011

10:00 am (ET): Meeting Called to Order (Butler)
Roll Call (Severy)

Board Members in Attendance: President Cheri Butler, President-Elect Deb Osborn, Past President Pat Schwallie-Giddis, Trustee-at-large Rebecca Dedmond, Trustee-at-large David Blustein, Treasurer Marsha Boettger, Southern Trustee Ron Cathey, Midwest Trustee Brian Taber, North Atlantic Trustee Mark Danaher, Secretary Lisa Severy, Executive Director Deneen Pennington. Not in attendance: Governing Council **Rep Skip Niles and Western Trustee Michelle Beese.** Incoming board members (starting in October) in attendance as observers: President Elect Rich Feller, Treasurer Charles Lehman, ACA Governing Representative Pat Schwallie-Giddis, and Midwest Region Trustee Paul Timmins

Approval of Minutes from July Meeting (Severy)
Motion #1
Motion to accept minutes
Moved by: Pat Schwallie-Giddis
Seconded by: Rebecca Dedmond
Motion carries

Approval of the Agenda (Butler)
Motion #2
Motion to accept agenda as revised
Moved by: Marsha
Seconded by: Ron
Motion carries

Membership Report (Pennington) Attachment A

In terms of membership categories, do we need to add categories for retirees and/or other groups? We need to be sure we maintain consistency with ACA and are aware of which changes would require a bylaws change. Action Item: Add future board meeting agenda item to discuss membership categories.

Conference Budget Results (Boettger) Attachment B

Cheri and Deneen are reviewing the feedback from conference participants. They will be sharing information with Deb and the conference 2012 committee. Many reported that they attend to network. We may want to build in more opportunities to do that.

OLD BUSINESS:

1. Credentialing Proposal (Butler and Pennington) TABLED FOR FUTURE MEETING
2. Harris Poll Dissemination (Butler) Attachment C Roll-out Plan: Ask Stephanie's group to write a press release and letter to members of congress. Rich would help in putting together a video for YouTube. Target release date for everything would be Labor Day. Recommendation that letter also be sent to key departments like Departments of Labor, Education, Veterans Affairs, and others. Question: When will it be rolled out to NCDA members? They should be the first to know. Tools (letter and press release) should be posted

for members to use with their own leaders. Any documents should include key language recommendations for specific pieces of legislation.

3. Update of Policy and Procedures Manual (Butler, Lehman, and Pennington) Many changes were required due to the fiscal year changes. The board will need to vote on some minor changes. We will probably do that via electronic vote.

NEW BUSINESS:

4. Vistas – Do we want to continue? (Pennington) ACA publication that collects materials from presenters for publication after the NCDA Conference. Publication requires ACA professional membership or sponsorship by an ACA professional membership. Does not require funding but does require our endorsement.
   Motion #3
   Motion to continue relationship with Vistas
   Moved by: Pat Schwallie-Giddis
   Seconded by: Deb Osborn
   Motion carries
5. Approval of New Associate Editor for Career Developments (Cathey)
   Motion #4
   Motion to approve Caitlin Williams Associate Editor for Career Developments
   Moved by: Ron Cathey
   Seconded by: David Blustein
   Motion carries
6. Leadership Academy – how many for next year? (Cathey)
   Motion #5
   Motion to include between 6 and 8 members in the 2012-2013 Leadership Academy
   Moved by: Ron Cathey
   Seconded by: Mark Danaher
   Motion carries
7. Update of Non Discrimination Clause – any changes needed? (Pennington) A few minor recommendations were made to improve (in red below).
   Existing Non Discrimination Clause:
   NCDA opposes discrimination against any individual based on age, culture, disability, ethnicity, race, religion/spirituality, creed, gender, gender identity and expression, sexual orientation, marital/partnership status, language preference, socioeconomic status, or any other personal characteristic~~s~~ not specifically relevant to job performance. (Approved by the NCDA Board – March 2010)
   Motion #6
   Motion to amend Non-Discrimination Clause
   Moved by: Pat Schwallie-Giddis
   Seconded by: Deb Osborn
   Motion carries
   New Non Discrimination Clause:
   NCDA opposes discrimination against any individual based on age, culture, disability, ethnicity, race, religion/spirituality, creed, gender, gender identity and expression, sexual orientation, marital/partnership status, language preference, socioeconomic status, or any other personal characteristic not specifically relevant to job performance. (Approved by the NCDA Board – August 2011)

Deneen Pennington left the call at 10:50 am (ET).

8. Annual Evaluation of Deneen Pennington (Butler) Includes categories of "achieving presidential goals" and "routine management." Given the nature of the conversation related to employee performance, details are not included in these notes, but the general tone of the conversation was overwhelmingly positive. Our contract with Deneen and her organization needs to be renewed every two years and this is a renewal year. ACTION ITEM: Cheri will write letter of evaluation to send to Deneen and will copy the board. ACTION ITEM: Agenda item for the future will include discussion of adding additional resources for Deneen's office within the new contract.

Motion # 6: Motion to Adjourn (11:18 am ET)
Moved by: Pat Schwallie-Giddis
Seconded by: Ron Cathey
Motion carries

NCDA Membership Report
Jul-11

Membership by Type

ACA Professional Members	818	16%
Regular Members	2,764	55%
Student/New Professionals	810	16%
Retired/Emeritus	172	3%
Life	44	1%
Promotional	387	8%
Total	4,995	100%
ACA Processed Members	1,082	23%
NCDA Processed Members	3,747	77%

Membership by Degree

Associate/Certificate	45	1%
Bachelor's	458	13%
Master's	2,398	66%
Doctorate	605	17%
Educational Specialist	93	3%
Other	35	1%
Total Reporting	3,634	100%

By Gender

Male	855	24%
Female	2,652	76%
Total Reporting	3,507	100%

By Special Categories

MCCs	269	
MCDPs	121	
Fellows	35	
CDFI Registry	370	158mbr

By Region

North Atlantic	893	18%
Southern	1,552	32%
Mid West	1,159	24%
Western	972	20%
International	268	6%
Other (Military)	4	0%
Total	4,848	100%

Membership By Work Setting

Assn/Foundation	40	1%
Business/Industry	226	6%
Career Deve Program/Center	177	5%
College/University	1,607	45%
Community Agency	94	3%
Correctional Facility	26	1%
Elementary School	23	1%
Government	167	5%
Junior/Community College	357	10%
Middle/Junior High School	44	1%
Military	13	0%
Parochial/Proprietary	3	0%
Pastoral/Religious	8	0%
Private Coun Center/Practice	461	13%
Rehabilitation	28	1%
School District	34	1%
Secondary/High School	176	5%
Vocational/Tech School	55	2%
Total Reporting	3,539	100%

By Ethnicity

African-American	351	11%
Asian	146	5%
Caucasian	2,453	76%
Hispanic/Latino	133	4%
Native American	41	1%
Other	94	3%
Total Reporting	3,218	100%

By Occupation

Administrator	426	12%
College Student Affairs	269	7%
Counselor	1,109	30%
Counselor Educator	393	11%
Counselor Supervisor	123	3%
Other	581	16%
Paraprofessional	38	1%
Research/Eval/Measurement	58	2%
Self Employed	295	8%
Student	372	10%
Total Reporting	3,664	100%

CONFERENCE BUDGET	Year to Date	Budget	% of Budget
Revenues			
Registration			
Fees	212,218.00	235,625.00	90%
Tickets/Awards	5,140.00	4,000.00	129%
PDIs	24,980.00	25,000.00	100%
Exhibits and Sponsors	42,745.00	40,375.00	106%
Hotel Rebate	17,307.00	7,000.00	247%
Total	**302,390.00**	**312,000.00**	97%
Expenses			
Advertising	17,223.57	20,000.00	86%
AV Equipment and Internet	41,063.33	35,000.00	117%
Conference Materials	16,389.02	25,000.00	66%
Conference Staff/Travel	36,165.00	43,000.00	84%
Exhibits Expense	12,836.42	15,000.00	86%
Future Conference Expenses	2,903.94	5,000.00	58%
Insurance	0.00	1,750.00	0%
Food and Beverage	102,888.84	86,000.00	120%
PDIs	9,237.00	9,600.00	96%
Program Committee	10,565.12	15,000.00	70%
Misc. Expenses	500.00	2,650.00	19%
Total	**249,772.24**	**258,000.00**	97%
Net Profit	**52,617.76**	**54,000.00**	