

MINUTES OF BOARD OF DIRECTORS MEETING

Tuesday May 18, 2021

Board President Dennis Reilly called the meeting to order shortly after 2:00 p.m. CDST.

Present: President Dennis Reilly, Vice President Barry Fick, Treasurer Don Templeton, and Directors Corinne Johnson (joining after adoption of minutes), Kim Mooers, Carol Johnson, Martin Walke and Mark Heller. Rebecca Floyd was absent and excused.

I. April 21, 2021 Minutes

Dennis asked for a motion to approve the minutes from the April 21, 2021, Board meeting. Carol made a motion to approve the minutes and Mark seconded. The directors present voted 6-0 to approve, with Kim recusing due to the fact that she was not on the Board during the meeting. The minutes were approved without additional discussion.

II. Operations Director

Dennis summarized conversations to date with Sherrie regarding her contract renewal and proposed bonus. Sherrie requested an increase to her salary, which necessitated another conversation among the Board. Sherrie said she worked 70-80 hours per week during conference crunch times, including nights and weekends. Dennis expressed much gratitude for all her work on the virtual conferences and also emphasized that we should plan to keep her hours to the negotiated part time hours of 20 hours on average per week, including conference crunch times. Dennis also emphasized that our goal for Sherrie would be for her to assume more of the other duties as described in her contract, including, but not limited to more committee involvement, while working fewer hours on the conference. Sherrie and Dennis agreed to abandon any additional bonus. Dennis proposed a 5% salary increase.

The Board discussed reasons for the amount of extra hours and how to reduce that workload for future conferences and other NAHEFFA work.

Dennis confirmed that he and Sherrie will work to improve transparency and communication regarding workload average in excess of the contract terms.

Dennis also encouraged Sherrie to reach out and help the various committees.

Dennis asked for a motion to approve Sherrie's revised contract, including a 5% raise. Corinne made the motion, Kim seconded, and the Board voted 8-0 to approve.

III. Financial Report

Dennis summarized a report comparing the financials from recent conferences, including the last two virtual conferences as well as the current projection for the Fall Milwaukee conference.

IV. Fall Conference

Dennis gave a Milwaukee conference and budget update. Summarized recent conference financials. Milwaukee projections based on NAHEFFA's survey results, which showed significant concern about COVID and travel. The survey was finalized prior to the recent CDC pullback on precautions. Discussion on COVID and travel/socializing changes and the impact on attendance. Dennis will try to attract local

sponsorships for the conference, including sponsorships of the pre and post conference social events to avoid any costs to attendees. 80% attrition allowed at the hotel. Discussion about appropriate room blocks for each night, given rapidly improving COVID restrictions, but no decisions were made, deferring to the conference committee. Deadline to adjust the hotel room block is end of May.

Dennis concluded his report and asked if anyone had any additional business for the Board. Hearing no requests for further discussion, the meeting adjourned at 2:48 p.m. CDST.

Mark Heller, Director