Call to Order: President Ann Guiberson called the regular meeting of the NAP Board of Directors to order at 7:30 p.m. Eastern Standard Time on Tuesday, October 8, 2013. The meeting was held using AdobeConnect.com.

Welcome: The president welcomed board members, advisers, and guests.

Board Members Present: President Ann Guiberson, PRP; Vice-President Mary L. Randolph, PRP; Secretary Ann Rempel, PRP; Treasurer Evan A. Lemoine, PRP; Director-at-Large Steve Glanstein, PRP; Director-at-Large James N. Jones, PRP; Director-at-Large James H. Stewart, PRP; and District Five Director Denise Irminger, PRP.

Absent: District Six Director Daniel Ivey-Soto, PRP.

Advisers Present: Parliamentarian Dr. Leonard Young, PRP, and Executive Director Michael Chamberlain, MBA, CAE.

Quorum:
Eight voting members were present, and a quorum was established.

Guests Present: Darlene Allen, PRP; Alice Bartelt, PRP; Thomas (Burke) Balch, PRP; Nancy Dauster, PRP; Doug Jorg; Laura LeGrand, RP; Sandra Olson, PRP; William Starkey, PRP; and Jeanette Williams, PRP.

Agenda:
Without objection, the agenda was adopted. (Attachment A)

Report of Minutes Approval Committee:
Jim Stewart, chairman of the minutes approval committee, reported that the minutes of the board meetings held September 9 and 10, 2013, had been approved.

Without objection, the board adopted the motion to amend the September 9, 2013, executive session minutes, from which all actions have been made public, by adding the following: 
For the Ethics Committee for a four-year term ending in 2017, the president nominated Thomas (Burke) Balch and K. Ann McCartney. Steve Glanstein declared the appearance of a conflict of interest due to his company’s business relationship with Mr. Balch. He recused himself from the meeting. The committee members were elected by 8 votes in the affirmative and 0 in the negative. Mr. Glanstein returned to the meeting.
**Strategic Discussion – Membership:**
The president led the board members in a discussion of NAP membership, incentives for early dues submission, and ideas to promote retention of members.

**Amendments of NAP OPP Presented by the Policies and Procedures Committee:**
By a vote of 8 in the affirmative and 0 in the negative, NAP Operational Policies and Procedures Rule 5.1.08 was amended by substituting the following:

5.1.08  The committee shall develop and publish a set of 1,200 study questions which test the following pages of *Robert’s Rules of Order Newly Revised*, 11th Edition and which shall be published and available for purchase through headquarters.

A. Part II - Motions and Related Procedures: pp. 58-81; 100-344
B. Part III - Meetings, Sessions, Conventions, and Related Procedures: pp. 1-10; 20-27; 81-99; 345-399; 543-564; 600-642
C. Part IV - Officers, Elections, Voting, Boards and Committees, and Related Procedures: pp. 27-57; 400-542

By a vote of 8 in the affirmative and 0 in the negative, NAP Operational Policies and Procedures Rule 8.1.04 was amended by inserting the following subsection for a new 8.1.04.C:

A. Part II - Motions and Related Procedures: pp. 58-81; 100-344
B. Part III - Meetings, Sessions, Conventions, and Related Procedures: pp. 1-10; 20-27; 81-99; 345-399; 543-564; 600-642
C. Part IV - Officers, Elections, Voting, Boards and Committees, and Related Procedures: pp. 27-57; 400-542

**Appointmen of Idaho Chairman:**
Without objection, the board approved District Director Alice Bartelt’s appointment of Luke Sommer as Idaho Chairman.

**Reports of Officers and Advisers:**
President Ann Guiberson reported on preparing a presentation for use by NAP representatives and that she is also working on an installation program for their use.

Vice-President Mary Randolph submitted a written report on attending the post-convention meeting of the professional development committee and its progress in developing modules for the PRC, as well as its other work.

Secretary Ann Rempel reported that the bylaws committee is reviewing bylaws submitted by a new unit.

Treasurer Evan A. Lemoine reminded board members that expense reports are due within 60 days of the event for which reimbursement is requested.
Director-at-Large Steve Glanstein submitted a written report outlining the initial meeting of the membership and registration examiners committee and its plans and on other work for NAP.

Director-at-Large Jim Jones reported on the work of the educational resources committee in its first meeting and its progress in producing electronic materials.

Director-at-Large Jim Stewart submitted a written report on his meeting with the communications committee and the goals established by the committee.

District Five Director Denise Irminger reported on the meeting of the membership extension and retention committee led by Sandra Olson, chairman.

Executive Director Michael Chamberlain reported on updates to the website, implementation of prorating of dues in the database, improving communication with members, continuing to support the work of the education and credentialing task force, and working with the professional development committee. He reported that the wrap up of convention financials is well underway.

Adjournment: Without objection, the board meeting adjourned at 8:55 p.m. EST.

___________________________
Ann L. Rempel, PRP
NAP Secretary

Minutes Approval Committee:

<table>
<thead>
<tr>
<th>Name</th>
<th>Date approved</th>
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</thead>
<tbody>
<tr>
<td>James H. Stewart, PRP</td>
<td>October 13, 2013</td>
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<tr>
<td>Denise R. Irminger, PRP</td>
<td>October 13, 2013</td>
</tr>
<tr>
<td>Mary L. Randolph, PRP</td>
<td>October 13, 2013</td>
</tr>
</tbody>
</table>
Attachment A

Agenda

1. Welcome  Ann Guiberson
2. Roll Call (by way of recording names listed in Adobe Connect meeting room)  Ann L. Rempel
3. Adoption of the Agenda
4. Report of Minutes Approval Committee  Jim Stewart
5. Strategic Discussion – Membership (30 minutes)  Ann Guiberson
   a. The End of Membership as We Know It
   b. Strategic Plan Strategies and Plan of Work
   c. Critical Task: Retention Program for 2013
6. Amendment to Policies and Procedures  Ann Rempel
   a. NAP OPP 5.1.08
   b. NAP OPP 8.1.04C
7. Appointments  Ann Guiberson
   a. Idaho Chairman
   b. Special Committee for Accessibility of Persons with Disabilities
8. Reports of Officers/Committee Liaisons  Ann Guiberson
   a. President  Mary Randolph
   b. Vice-President  Ann L. Rempel
   c. Secretary  Evan A. Lemoine
   d. Treasurer  Steve Glanstein
   e. Director-at-Large  Jim Jones
   f. Director-at-Large  Jim Stewart
   g. Director-at-Large  Denise Irminger
   h. District Five Director  Daniel Ivey-Soto
   i. District Six Director  Mike Chamberlain
9. New Business
10. Adjournment at 9:00 p.m.