Call to Order: President Ann Guiberson called the regular meeting of the NAP Board of Directors to order at 7:31 p.m. Eastern Standard Time on Tuesday, November 12, 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; District Five Director Denise Irminger, PRP; and District Six Director Daniel Ivey-Soto, PRP.

Absent: Director-at-Large James H. Stewart, PRP.

Advisers Present: Parliamentarian Dr. Leonard M. Young, PRP; Executive Director Michael Chamberlain, MBA, CAE; and Technical Assistant Greg Goodwiller, PRP.

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

Guests Present: Darlene Allen, PRP; Rhonda Clark-Randle; Sandra Olson, PRP; Alison Wallis, PRP; Brandon H. Walters, RP; and Jeanette N. Williams, PRP.

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

Report of Minutes Approval Committee: Mary Randolph, member of the minutes approval committee, reported that the minutes of the board meeting held October 8, 2013, had been approved.

Strategic Discussion – Membership: The president led the board members in a discussion of the plans of work submitted by various committees.

Appointments The resignation of Corwyn Hopke, PRP, youth committee chairman, was accepted without objection.

The resignation of Kim See-Teo, PRP, member of international services special committee, was accepted without objection.

The appointment of Brandon Walters, RP, as youth committee chairman, was approved without objection.
By a vote of 7 in the affirmative and 0 in the negative, the board approved the president’s appointment of Leigh Wintz, PRP, chairman; Evan A. Lemoine, PRP; Kay Crews, PRP; Gail Knapp, PRP; and Ken Tinkler, Esq., as the special committee for accessibility of persons with disabilities.

By a vote of 6 in the affirmative and 0 in the negative, the board approved the president’s appointment of Michael Wagner-Diggs, PRP, chairman; Marcella Morrison, PRP; and Gayla Stone, PRP, as the special committee for credentials appeals for the Portland courses.

Reports of Officers/Committee Liaisons:
President Ann Guiberson reported on the 2013 Membership Retention Campaign strategy and demonstrated the post card and brochure that will be used.

By a vote of 7 in the affirmative and 0 in the negative, the board adopted the following motion:

   To have a drawing for a $100 bookstore gift certificate for regular members who pay their dues by December 15.

Treasurer Evan A. Lemoine highlighted various items in the October 31, 2013, financial report, which was submitted to be board prior to the meeting.

Vice-President Mary Randolph, liaison to the professional development committee, submitted a written report and mentioned the ongoing work of the committee.

Secretary Ann Rempel submitted a written report for the board policies and procedures committee and reported that Weldon Merritt, bylaws committee chairman, assisted the 2011-2013 bylaws committee chairman in updating the bylaws with the amendments adopted at the convention. The current bylaws have been posted on the NAP website.

Reports of Board Committees:
Policies and Procedures Committee:
Without objection, the agenda was reordered and the board ratified editorial changes made previously in NAPOPP by the policies and procedures committee.

By a vote of 7 in the affirmative and 0 in the negative, the board struck Appendix B from the NAP Operational Policies and Procedures.

By a vote of 8 in the affirmative and 0 in the negative, the board amended NAP Operational Policies and Procedures Rule 10.3.02 by inserting the following new subsection E and re-numbering the subsections that follow the new E:

   E. Assure that NAP documents, including the governing documents and other resources, are located on the website for members to access.
**Budget and Finance:**
Evan Lemoine, chairman, reported that the budget and finance committee is working with the executive director on arrangements for an audit.

**Executive Director’s Report:**
Executive Director Michael Chamberlain submitted a written report and mentioned the need to have expenses turned in and for all board members to submit the signed conflict of interest form.

**Other Reports:**
District Six Director Daniel Ivey-Soto reported on the new PEER Award developed by the membership extension-retention committee.

Director-at-Large Steve Glanstein reported on the work of the membership and registration examiners committee.

**Adjournment:**
Without objection, the board meeting adjourned at 8:57 p.m. EST.

___________________________
Ann L. Rempel, PRP
NAP Secretary

**Minutes Approval Committee:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Date approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>James H. Stewart, PRP</td>
<td>November 20, 2013</td>
</tr>
<tr>
<td>Denise R. Irminger, PRP</td>
<td>November 20, 2013</td>
</tr>
<tr>
<td>Mary L. Randolph, PRP</td>
<td>November 20, 2013</td>
</tr>
</tbody>
</table>
Attachment A

Agenda

1. Welcome
   Introduction of Guests  Ann Guiberson

2. Attendance  Ann L. Rempel

3. Adoption of the Agenda  Ann Guiberson

4. Report of Minutes Approval Committee  Denise Irminger

5. Strategic Discussion – Plans of Work (30 minutes)
   Strategic Plan Priorities and Plans of Work  Everyone

6. Appointments  Ann Guiberson
   a. Resignation of Corwyn Hopke, Youth Committee Chairman
   b. Resignation of Kim See-Teo, member of International Services Special Committee
   c. Appointment of Brandon Walters, Youth Committee Chairman
   d. Special Committee for Accessibility of Persons with Disabilities
   e. Special Committee for Credentials Appeals

7. Reports of Officers/Committee Liaisons  Ann Guiberson
   a. President’s Report – Retention Strategies  Evan Lemoine
   b. Financial Report
   c. Membership Extension/Retention Committee  Denise Irminger/Daniel Ivey-Soto

8. Reports of Board Committees  Ann Rempel
   a. Policies and Procedures
      1) Strike Appendix B and insert new 10.3.02, New “E”
      2) Ratify editorial changes

9. Executive Session (if needed)  Ann Guiberson

10. Adjournment