**APPROVED**

**INARS Executive Meeting**

**October 7, 2015**

**4:00 pm-5:10 pm EDT**

Present: Georgena Eggleston, Bonnie Muller and Nan Shugart

Absent: None

|  |  |  |  |  |  |
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|  | **TOPIC** | **DISCUSSION** | **ACTIONS/**  **COMMENTS** | **RESPON-SIBILITY** | **TIME-**  **FRAME** |
| **1** | Finance | Georgena shared that INARS has  $40,231.81 in the bank.  $3,164.77 in PayPal.  $43,396.58 is the grand total.  All of monies for the auction items have been received.  Georgena will email the Board the Treasurer’s Report prior to the October Board Meeting.  Joe Weldon was thrilled with his birthday gift from the Board members who contributed. | Send Board Treasurer’s Report | Georgena | Prior to October Board mtg |
| **2** | Website | Bonnie reported that Kamela and Mary are planning to have two interviews this Friday with the two different web designers regarding specifics on their proposals. |  |  |  |
| **3** | Membership  Drive | Membership Drive specifics will be shared by Mary at the next Board meeting. | Membership Drive numbers | Mary | Next Board mtg |
| **4** | Conference Theme | The Conference Committee decided on a theme for the 2016 conference: Building Bridges with RSM: Connecting Self, Clients, and Community.  The Conference Committee sent an email out to the community on September 29th soliciting workshop presenters. |  |  |  |
| **5** | Nominations | Nan will update Nominations/Elections Manual and mail to Mike Schlesinger, Chair of committee. Nan and Mike will meet to discuss positions that will be open for nominations and to determine timeline of 2016 nominations so that a Nominations Report can be given at the November Board meeting. | Revise manual, meet with Mike | Nan | Prior to Nov. Board mtg |
| **6** | Treasurer Position | Georgena and Brittiney have been discussing who could step into the Treasurer position once Georgena’s term is over July 2016. Brittiney is committed to staying on the Finances Committee but does not want the Treasurer’s position. Georgena will be giving this more thought. |  |  |  |
| **7** | October Board Meeting | At this point, there may not be a need for the Board to convene in October. Bonnie will wait to hear from Kamela to see if there is a need to make decisions about the website proposals in October. If not, the Executive Committee recommends that we not meet in October but meet again in November at our regularly scheduled meeting of Sunday, November 15. | Hear back from Kamela re: website interviews | Bonnie | This Friday |
| **8** | Next Meeting | Executive Board Meeting is scheduled for Wednesday, November 4th at 4:00 pm, EDT. | Send email reminder to Exec. Board | Bonnie | A few days prior to meeting |