

**ILSPAN BOARD OF DIRECTOR'S MEETING AGENDA**  
**January 9, 2016**  
**'Go To Meeting'**

| <b>ITEM</b>                                                                                | <b>PRESENTER</b>       | <b>ACTION</b>             | <b>TIME<br/>(MINUTES)</b> |
|--------------------------------------------------------------------------------------------|------------------------|---------------------------|---------------------------|
| Call to order, Roll Call, President's comments (Introductions)                             | Mary                   |                           | 2                         |
| Appointment of Time Keeper (Rose)                                                          | Mary                   |                           | 1                         |
| Additions/Deletions to Agenda                                                              | Mary                   |                           | 2                         |
|                                                                                            |                        |                           |                           |
| <b>A. CONSENT AGENDA</b>                                                                   |                        |                           | <b>5</b>                  |
| 1. Approval of Minutes from October 9, 2015                                                |                        | <b>Vote</b>               |                           |
|                                                                                            |                        |                           |                           |
| <b>B. UNFINISHED BUSINESS</b>                                                              |                        |                           |                           |
| 1. Board and Committee Reports-review                                                      | BOD                    |                           | 15                        |
| 2. 2016 Spring Conference Update<br>Registration/PayPal/Vendors/Posters                    | Lorena/Rose/<br>Alexis |                           | 15                        |
| 3. 2016 ASPAN National Conference                                                          | Mary                   |                           | 5                         |
| 4. 2016 Fall Conference Planning                                                           | Jamie.                 |                           | 10                        |
| 5. 2016 Budget Review/Request – out going officers gifts<br>Hail /Honor /Salute            | Mary/Elena             |                           | 15                        |
| 6. Election Updates for 2016 BOD/absentee ballots                                          | Rose                   |                           | 10                        |
| 7. Research Grant Update<br>a. Dorinda Jeffers: Award Recipient Project Update             | Linda                  |                           | 5                         |
| 8. PANAW week awareness                                                                    | BOD                    |                           | 5                         |
| 9. ASPAN seminar submissions Spring/Summer                                                 | Alexis                 |                           | 5                         |
| 10. Scholarship Applications reviewed                                                      | Rose                   | Discussion<br><b>Vote</b> | 10                        |
| 11. Research Chair Position                                                                | Linda                  | Discussion<br><b>Vote</b> | 5                         |
| 12. 2015 Fall Conference Final Report                                                      | Alexis/Elena           |                           | 5                         |
| 13. PANAW Proclamation for State of Illinois                                               | Cheryl                 |                           | 5                         |
| <b>C. NEW BUSINESS</b>                                                                     |                        |                           |                           |
| 1. National Conference Plans/Component Night/<br>Member reception/NC Raffle/Silent Auction | Rose/Mary              | Discussion                | 10                        |

|                                                                       |              |            |                  |
|-----------------------------------------------------------------------|--------------|------------|------------------|
| 2. ASPAN Developmental Donation                                       | Mary/Rose    |            |                  |
| 3. Budget Requests                                                    | BOD          |            | 10               |
| 4. Discuss plan for Policy Review in July 2016                        | Rose/Mary    |            | 5                |
| 5. Newsletter Information Update                                      | Jane R.      |            | 5                |
| 6. Web Site<br>Conference Handouts<br>Social Media (Facebook/Twitter) | Sony         | Discussion | 10               |
| 7. Develop Gold Leaf SWT team                                         | BOD          | Discussion | 5                |
| 8. General Membership Meeting Agenda                                  | Mary/<br>BOD |            | 10               |
| 9. Evaluate/Update Strategic Plan                                     | BOD          |            | 15               |
|                                                                       |              |            |                  |
| <b>Total Planned Meeting Time</b>                                     |              |            | <b>3.5 hours</b> |
|                                                                       |              |            |                  |
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|                                                                       |              |            |                  |