**National Association for Rehabilitation Leadership**

**Board Meeting Minutes**

**January 8, 2015**

**Teleconference**

**Attendees**

**Carl Sabo -President\*,** Barbara Burke-President Elect\*, Sharon Brown-Past President/Nominations\*, **Eleanor Williams-Treasurer + Awards\*, Terry Dailey-Secretary\***, **Allison Flanagan-Southeast Representative\*, -**Northeast Representative\*, Gwendolyn McCarroll-West Representative\*, -Mid-States Representative**\*,** **Carl Flowers-Newsletter Editor**,Evan Jones-Website**, Ralph Pacinelli-Grants, Rosanne Renauer- 2015 NARL NRA Board Representative\***

Carl Sabo, NARL President opened the meeting and welcomed everyone. A role call was made by Terry Dailey and recorded. A quorum was established so the minutes could be approved.

Carl requested a motion to approve the December meeting minutes. Eleanor made a motion to approve the December 2014 minutes and Roseanne made a second motion to approve; all board members in attendance were in favor so the minutes stand approved.

*\*\* (A quorum equals the President or President elect plus 4 board members.)*

*Present at meeting in* ***bold*** *and board members noted by (\*).*

**Treasurer’s Report:** **Eleanor Williams**

Eleanor reported that she sent the report our through October 31, 2014 this morning. She was hopeful that the November financials would be out from NRA early next week. As of the end of October, NARL had 10,343.78 in our checking account plus our cash reserve account. The expenditures we incurred for the National Conference was for Evan to attend as representative of NARL in the face-to-face NRA board meeting and for the refreshments at the preconference. These bills should show up in November. NARL is financially sound. She hopes to have a printed report for the next meeting of the November financials. Report was accepted for audit. The audit is completed with the National audit.

Eleanor ask the board if in order to set up the budget for 2015, do we want to recommend to set the budget the same as last year so we have a budget to work from in 2015. Then when December financials are in we can make amendments as needed. All present agreed to move forward with the 2015 budget as is so we can go on and do business.

**Membership Report Carl Sabo**

\*Carl reported that our membership is at 209. Carl asked if members knew if the numbers are consistent or if this is trending downward. Eleanor responded that our numbers are decreasing and that this appears to be the trend overall national and state organization chapters. She also said that the NRA board is working to increase membership through new initiatives.

Eleanor said that we offered the preconference training at the national conference at no cost to members and $30 for nonmembers but offered to apply the $30 to their membership if they would sign up that day but that they had few takers on the offer.

A short discussion was voiced with options to give prospective members incentive to join professional organizations such as teleconference training as no cost/low cost, student membership drives, marketing NARL grants $250 up to $375 to provide training in their area (noting that our article did not get published again in Contemporary rehab.) and perhaps a small electronic newsletter.

**NRA Board Update:** **Roseanne Renaurer/Eleanor Williams**

Roseanne has not yet attended any meetings. She reported that has gotten the scheduled meetings and she is looking forward to participating on January 27, 2015. Eleanor welcomed her to the NRA board. Roseanne said she is planning to attend the Governmental Affairs Summit and Eleanor advised her NARL could assist her with some of the attendance cost so she can attend the NRA board meeting there.

Eleanor reported that the board is hoping to have the new NRA membership software selection. It is one of two systems along with a complete redesign of the website to be more user friendly. They have had suggestions about putting up there a blackboard for students, links to divisions, keep it current, up to date, informative and get the old stuff removed, etc.

There have been some new changes to the government summit but some of the format is still the same. Susan Sherman will be doing a session on ethics. Susan Sherman is currently doing her PhD work at Michigan State University. On Tuesday morning rather than hill visits there will be a congressional panel, then the lead on awards luncheon and follow with the hill visits. Monday afternoon participants will do their scheduled hill visits too. There have been some changes and new things added so it will be more informative for participants.

Eleanor said the other thing they are working on is some media work such as YouTube videos to get the message out about the NRA, the work that we do and how important it is to belong. We are hoping that with Dr. Schroeder’s help our membership will become more diverse including both public and private professionals.

Financially, NRA will end the year in the black. Rebates for the third quarter of 2013 were mailed out to the chapters. The fourth quarter of 2013 are being held pending the results of the November financials but hope to get them out shortly. NRA is hopeful it will get rebates out quarterly. They are committed to getting rebates out on a regular schedule.

Anyone who is interested they are looking for members to serve on the committees to let Tarea know this.

**Website Update:** **Evan Jones**

No formal report.

Earlier in the meeting Eleanor had suggested that we put the meeting minutes onto the website after each meeting approved so all members can review.

**Ongoing NOTE\*\*-**Evan said as a reminder anyone can add information, pictures or a leadership article at any time by sending it to him and he will get it posted. A reminder is entered into the notes that we still need articles for our leadership forum as we have not placed a new one up in six months.

Our web address is: [www.narl.us](http://www.narl.us).

**Journal of Rehabilitation Administration Report:** **Carl Flowers**

Carl reported that the next issue of the journal will be issued in early spring. We are doing two issues each year and that would be spring and fall.

**NARL Leadership Training:** **Sharon Brown**

No Report

**NARL Awareness and Marketing:**  **Russ/NARL Board**

No discussion.

**Newsletter/Contemporary Rehab Report** **Carl Flowers**

Carl said the information to be printed was to be sent to the president and he said it was also to be sent to him. Ralph said he was certain that when he sent the article to the NARL president that Carl was not in the loop and maybe should have been. Eleanor said that in the past article were sent to both the president and in this case to Carl. Carl Sabo said he would close that loop and make it happen going forward. Ralph wanted to clarify that the article would go to both to edit and approve.

**Committee Reports:**

**Membership:**  **Carl Sabo**

\*Reported earlier in minutes.

**Lorenz Award:** Carl Flowers

Carl said they will be accepting nominations and they are due February 1st. Once he receives the nominations he will send them to the NARL president and asked a second person on the board to review those names as well. The second person last year was Terry Dailey.

**Nominations and Elections: Sharon Brown**

No report. We will need to discuss appointing someone to North Eastern and Mid- States.

**Awards:** **Eleanor Williams**

Eleanor reported that we have received none but we need to get information out to the members to request some nominations. Award information is current on the website.

**Grants:** **Ralph Pacinelli**

Ralph said we have no new activity presently. He will get the announcement ready again and hopefully published to get some visibility.

**Geographical Area Updates:**

1. **Northeast:**

No report. Representative needs to be appointed.

1. **Southeast:** **Allison Flanagan**

NRA conference planning is going on for Biloxi in October.

1. **Mid-States:**  **Barbara Burke**

No report.

1. **West:** **Gwendolyn McCarroll**

 No Report.

**Old Business:**

**Constitution and Bylaws:**

Eleanor and Evan will continue to review and report back.

**New Business:**

Carl asked for a motion to adjourn. Carl Flowers moved that we adjourn and Eleanor seconded the motion. All were in favor and the meeting was adjourned.

**NARL 2015 meeting dates as follows**:

**Our next meeting will be on February 12, 2015 at 11 AM MST/12 Noon CST/1 PM EST.**

 **Meeting Schedule for 2015:**

February 12, 2015

March 12, 2015

April 9, 2015

May 14, 2015

June 11, 2015

July 9, 2015

August 13, 2015

September 10, 2015

October 8, 2015

November 12, 2015

December 10, 2015

 Respectfully Submitted, Terry Dailey MA CRC LPC, NARL Secretary