

NCPA Executive Board Meeting Minutes
February 9, 2024
Via TEAMS

Attendance: Brittany Carkner, Tracey Nelms, Debra Lemke, Amie White, Robyn Wolfe, Shanan Stephenson, Kristen Black, Tiffany Brewer, Emily Patton, Allison Luckado

- Reviewed Secretary's Report
 - State Vendor Rate will remain \$250 due to tight budget constraints.
 - The committee voted to approve the report.
- Reviewed Treasurer's Report
 - Amie White inquired if we done with scholarships and reimbursements.
 - Follow up with Latasha to ensure everyone has been reimbursed.
 - The committee voted to approve the report.
- Reviewed Membership Report
 - We had 3 members drop off.
 - Reach out to expired and expiring members for renewal.
 - The committee voted to approve the report.

Old Business

- NCPA Pamphlets
 - Need updated photos.
 - Flickr account access.
 - Make sure all DPS is removed and replaced with DAC.
- Challenge Coins
 - NCPA logo and state seal
 - Words to use on coins: Empowering, Education, Professional Development, Networking, Advocacy (Div 1) E.B = Core Principles
 - Each division can have a different photo/word to differentiate from each other.
 - TI theme - Embracing Our Path Forward
- Constitution and Bylaws
 - No new update.
- Committee Assignments
 - Division 1
 - Nominating – Has 2 names
 - Issues and Resolutions – Tiera Lindsey
 - TI – All
 - Scholarships – Tiffany Phillips
 - Constitution - Charles Sayer
 - Newsletter – Will get back to us with names.
 - Membership - Zykia King
 - Division 2
 - Has all their committee names already turned in.

- Division 3
 - We have a meeting next week and Kristen Black will send up our names then.
- Division 4
 - Have all names already.
- Graduations
 - July 18 – Shanan Stephenson
 - September 26 – Tracie Nelms
 - Talking points memo will be sent out and updated.
- Newsletter
 - We need to get a March newsletter out for the first quarter.
 - Will get an update from Jailene.

New business

- New membership form
 - Brittany updated the membership form.
 - Robyn Wolfe made motion to approve.
 - Shanan Stephenson seconded the motion.
 - All approved anonymously.
- Recruitment efforts
 - Division 1
 - Shanan will attend every Chief Meeting in District 5 in March.
 - Division 4
 - Adding TEAMS option to meetings to boost engagement.
 - Working in All In hybrid NCPPA cornhole tournament
 - Spring workshop
 - Membership drive in Fall
 - Send emails to JDMs and Division Administrators
 - Talking points
 - Why should you join NCPPA?
 - Slogan
 - Swag
 - Suggestion box
 - Updated website
 - History of NCPPA
 - What we've done for staff as far as money, attire changes.
- Division 3 merchandise catalog
 - Division 3 will vote in March to allow all Divisions use the merchandise catalog.
 - All monies will go to the Executive Board for the TI.
- APA Winter Conference in Seattle
 - Brittany, Robyn, Amie, and Tracey will attend.
 - They will bring back new incentives and ideas for us.
- TI Update – Tracey
 - No speakers yet confirmed.
 - Hotels – Quote from Embassy Suites will present next week.

- Donor meeting next Friday.
 - Letter has been sent out so start working on sponsorships.
- NCPPA TI Attendance
 - Anyone paying to attend the TI should attend the day sessions.
 - OSDT forms should be signed by all attendees each day.
 - Attendance Icebreaker
- Adjourn
 - Tracey made a motion to adjourn, and Kristen seconded the motion.
- Next meeting will be on 3/15/24 in Kernersville or via TEAMS.