

Executive Committee Minutes
Board Meeting
Feb. 25, 2014, Savannah, GA

1. Applications for the VP/PE and Historian positions have been received, one for each position. Motion made to affirm appointment of Carrie Fitzpatrick as VP/PE, seconded and affirmed. Motion made to affirm appointment of Diane Steinberg as Historian, seconded and affirmed.
2. Discussion of Regents positions, including the situation where one of the applicants for the Midwest position isn't at the convention; both applicants will be presented by a third, neutral party at the regional caucus; for the High Plains and Eastern Regent election, Glen Brewster will handle High Plains and Lexey Bartlett will handle Eastern so the applicant won't represent herself/himself.
3. AR/SA interview times and processes discussed. Questions brought up about make-up of AR interview committee and review of minutes, announcement of position, etc. indicate that the language about committee make-up varied from place to place and needs to be clarified. The primary issue is whether there were supposed to be multiple members from the Exec on the committee. Gloria voiced her concerns that the actual make-up of the committee didn't match what was on the AR application information; Sarah indicated that she received her information about the AR interview committee from the CO and created the committee based on that information which didn't apparently match up. Gloria will need to review this AR interview committee situation and have it clarified for the next AR appointment cycle in 2016. For the SA interviews, there will be 20 minutes for each and Sarah will notify all applicants of the results. After the AR interviews, Carrie will report to Executive Committee so that an appointment can be made. Sarah will notify applicants of the results.
4. Budget discussions, particularly some concerns from the CO about interpreting the budget; last year there were serious income drops, including the resulting loss from 400-fewer inductions last spring (2013); this affected merchandise sales as there was less income from this source, too. There are also new expense items in the budget from here on out, including a \$17,000 fee for handling our financial portfolio and annual audit costs of \$10,000. We are also spending more on convention than ever (not calculating and adding the cost of the Convention chair's time) , and noting that the time and cost of CO staff work (about \$100,000) isn't figured into the cost either. This also doesn't take into account what can't be done at the CO because all of the staff is involved in the Convention. Another issue is the need for continuous updates to the web presence – it was asked if someone needs to be specifically hired for the Convention's web presence. It was also suggested that the role of the Convention Chair may need to be rethought including the need to do more delegation of responsibilities. For the 2014 Convention Sid Watson's delegating process worked well and can be used as starting point for other Convention Chairs. These budget and finance issues aren't going to disappear and will need to figure into Board discussions on an ongoing basis.
5. The Budget discussion morphed into a discussion of a range of long-term convention issues for conversation. The workload of Elfi, Deb and Karen was discussed, including the continuous adding-on of work.
 - There was discussion of adding part-time student help for Karen, particularly in the busy time that occurs in the spring with inductions of new members and the need to ship out materials (pins, certificates, etc.). Bil will work to have part-time student help hired.
 - Discussion then shifted to the Convention costs (both for the organization and for individual chapters/members). "How to economize" was the first topic for discussion as

cost is a significant deterrent to individual and chapter participation. How can we make the convention affordable/more affordable? Suggestions included decreasing hotel costs by subsidizing the hotel rate, decreasing speaker costs by having fewer speakers and/or relying on regional speakers more, increasing the amount of money given to chapters that participate in the business meeting, rethinking the length of the convention and whether it should be shorter (which could include having fewer speakers or accepting fewer papers and needing less session time), having a gala luncheon instead of dinner as lunch menus are typically less expensive than dinner ones. NO DECISIONS WERE MADE but conversations will be ongoing, particularly as regards the 2016 convention and those following (contracts are already negotiated for 2015 and 2016 so shortening the convention would not be a possibility); the 2015 Convention Chair will do whatever is possible to try out some of these suggestions and save on convention costs where and when possible.

- The common reader is NOT sacrosanct. Perhaps it is time to disconnect it from the convention speaker and from the convention itself – perhaps there are other ways to work it into chapter activities such as making copies available to chapters who have a common reader event, have a Skype-type interview with the author that is available to chapters for their use (or find a way to have a multi-chapter event like a webinar?)
 - NEHS speaker issue raised – is it right to be spending NEHS funds (generated by NEHS students at high schools) if not NEHS members are benefitting? The NEHS speaker isn't doing what it was intended to do (bring in local high school teachers and students to hear the speaker); perhaps it's time to change this and not have an NEHS speaker at the next convention (which would free up a night at convention and lighten up the conventions schedule)
6. The NEHS association with the English Education constituency of Sigma Tau Delta is a good use of NEHS funds and time and should continue, including activities at conventions
 7. Discussion of creating a "Membership Constituencies" committee was next on the table; while the Executive Committee agrees that such a committee needs to be established and should assimilate the current Alumni/International Committee, it was deemed wise to wait until the Fall Board Meeting to make the change. Gloria will add this to her "To Do" list.
 8. The Constitution issues were discussed and led by Gloria; the need to change the way we make changes to the Constitution seems most important as that change would allow the organization to move forward more quickly with other changes – the basic idea is to move all of the "nitty-gritty" details and work into the by-laws. Changes to the Constitution, however, will need to be done not just by changing how the Constitution is changed; this is important but the entire society membership will need to know not only about this proposed change, but also what is going to be suggested to be moved into by-laws that is currently in the Constitution. This work will need to be done soon and Gloria will proceed with pulling it together so that the current process for changing the Constitution can be put into motion.
 9. #5 on the meeting agenda will wait until the Fall Board Meeting
 10. Bil provided an update on the 2017 plans; he has pared down the viable proposals to the following cities: Spokane, WA (not recommended because of travel to that location), Cincinnati, Louisville, and Atlanta. Bil will be working with the various convention bureaus for site visits.
 11. Discussion of having SRs at the Fall Board Meeting – the discussion in the Fall indicated that the Executive Committee felt the SRs did not need to be at the Board Meeting itself; this discussion reaffirmed that idea but the question then arose if there was another activity that the SRs could be involved in that would be helpful so that they would be at the Committee Meetings (which they wanted to participate in and where the student voices would be most helpful); it was

suggested that SRs could be involved with seeking advertisers for the Spring convention, seeking discounts from local businesses for the convention and writing articles of various kinds about the convention city; this would be a better use of their energies and time than sitting in a Board Meeting where they don't have a vote; they would not need to be at the Board Meeting for the entire time, perhaps coming in as they do now, but leaving a day early, getting them back to their campuses sooner and saving a bit on expenses for food and lodging. Gloria will reset this for the upcoming Fall 2014 meeting.

12. Topics discussed included Student Leadership, Alumni Representative, and Central Office staffing needs.
13. Bil presented a revision of the Reimbursement Policy in draft form; of particular interest were items B4, B5, B6 and D1 which were discussed, in addition questions were raised as to whether 5B was attempting to legislate morality. Some minor suggestions were made for changes. The new policy will be in effect beginning with the Fall 2014 meeting.
14. Carrie let the committee members know that the Anniversary Video is not yet complete due to some complicating circumstances with the videographer; we currently have only a very rough cut along with a nicely done trailer. Only the trailer will be screened at the convention, and there will also be a society history table display for the 90th Anniversary.