



## **Draft Quarterly Board of Directors Meeting Minutes**

**November 13, 2021**

**Noon Eastern; 12:00pm Central; 11:00am Mountain; 10:00am Pacific**

1. Attendance: President Candy McCullough, VP Bob Skaggs, Secretary David Burnett, Treasurer Ken Schmalbeck, Montana Director Bruce Suenram, Texas State Director Cliff Avery, Director-At-Large Orlanda Administrative Assistant Jeanne Ernst

Absent: Washington State Director Gerry Gustafson and Executive Director Monte Olsen

2. Meeting called to order 10:01am PST
3. June 5, 2021 Board of Director Meeting Minutes approved with corrections to include the addition of the word “temporary” to the third bullet in the Remarks in Addition to Reports section, that is, “State Parks Districts have been temporarily removed from the junior taxing districts revenue sharing pool.”
4. Remarks and Reports: President McCullough

Announced Monte Olsen has determined he cannot keep up with the load required as Executive Director for NAEFO. He believes we need to establish dedicated association management for NAEFO to grow and he cannot take us to that level due to time constraints and so is resigning as our Executive Director. He was planning to be at this meeting to make this announcement, but he had a client meeting conflict and so could not be in attendance today. Monte mentioned in his Executive Director summary that was emailed to all of you, that he is willing to stay on as Executive Director long enough to ensure a thorough transition to his successor or the chosen association management organization.

With Monte resigning as Executive Director, the Board needs to determine our unified vision of the future of NAEFO and step up our game to continue on a successful path.

My vision is more active involvement of every Board member in growing NAEFO. And engaging others to join us and support actions that achieve our goals of education and addressing the needs of emergency response organizations. Increased visibility of NAEFO at events, letter writing, presenters, connect with lawmakers for change and/or continued funding for critical programs and laws.

Would love to hire out some of the necessary tasks to an associated management firm. However, I feel the Board needs to determine the priorities to be successful.

Perhaps a Strategic Planning meeting in the near future? We need sponsorships, membership drive and overall, more exposure of NAEFO activities and calls to action. We need a consistent social media presence, recruiters for interesting presenters for webinars and conferences.

Executive Director Monte Olsen absent – see Executive Director’s report emailed to all BOD members

Administrative Assistant Jeanne Ernst discussed the current finances

5. Other Remarks and Reports provided:

State of Missouri, Ken Schmalbeck, State of Montana Bruce Suenram, State of Texas Cliff Avery, State of Oregon, David Burnett, State of Washington, Candy McCullough for Gerry Gustafson, Director-At-Large Orlanda Smith

6. Standing Committee Reports:

Bylaws Chair, Ken Schmalbeck

Communications – Candy will reach out to Bill Eckroth to see if he still wants to continue as Chair

Education and Conference Chair – Candy reported Mark Kreutzer has secure the contract with the Orleans Hotel in Las Vegas for the 2022 Conference and that Mark will confirm with Clark County Fire Department Training Center a reservation for the Training Center in early January 2022.

Webinars – upcoming with Streamline Maria Lara Using your Districts Website for Citizen Interaction on December 11, 2021

Legislative Chair Dave Burnett and Candy will discuss expectations of the Chair position.

Membership Chair – vacant

Sponsorship Chair, Candy McCullough is seeking assistance

7. Unfinished Business:

- a. Bob Skaggs and Orlanda Smith will discuss options for lapel pins for new members and maybe other incentives

8. New Business:

- a. Association Management discussion – Board supports the concept. Bruce reached out to a firm, Candy, Dave, and Bob will have some discussion about reaching out to Executive Director of state associations and Cliff will offer some possibilities of association management providers for the Board to consider. More to follow...
- b. 2022 Budget proposal to be prepared by Treasurer Ken and Administrative Assistant Jeanne at our December BOD meeting
- c. Discussed Nomination of NAEFO Officers and an additional Director-At-Large position for year 2022.

9. Announcements:

- a. Bruce said he may be available to attend the Idaho State Fire Commissioners Association 40<sup>th</sup> Annual Conference at Boise 3/24 through 3/26/2022.
- b. California Association of Fire Districts usually in April in Lake Tahoe

9. Date and Time of Next Meeting

- a. Next Quarterly Meeting: December 18, 2021, at Noon Eastern; 11 am Central; 10am Mountain; 9:00 am Pacific

10. Action Items to be emailed by Jeanne Ernst, Administrative Assistant following the meeting

11. Adjournment