



## NAEP Chapter Committee Meeting – July 22, 2009

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Participants: Tim Bower (NAEP Management Firm Representative), Molly Brown (Representative, Northwest), Ron Deverman (President, Illinois), Paul Looney (Vice President, Florida), Kent Norton (President, California), Joe Pinto (President, Arizona), Valori Ranson (President, Texas), R. J. Taylor (President, Texas North), Roger Tuner (Representative, California), and John Irving (Chapter Committee Chair)

Welcomed Molly Brown as the new chapter representative for the Northwest Chapter.

1. Reviewed a few highlights from the Board of Director Meeting on July 11.
  - a. Introduction of Tim Bower of Bower Management Services; NAEP's new Management Association Firm
  - b. The commitment to use MemberClicks as NAEP's membership database and web interface
  - c. 2009 Conference report – successful conference, careful monitoring of expenses help make the conference a success in a rough financial year
  - d. 2010 Conference planning moving forward ... contact Lynn McLeod if you would like to help ([mcleod@battelle.org](mailto:mcleod@battelle.org), 781-962-5381)
  - e. Chapter Committee ... 19 chapter, 16 active – 11 represented at the board meeting
  - f. Discussion on 501(c)(3) vs 501(c)(6) tax exempt status; Motion carried to seek legal counsel on impact to organization
2. Tim introduced himself, ... 15 years in the Association Management industry
  - a. Contact Information ...

Tim Bower, CAE  
NAEP Headquarters  
PO Box 460  
Collingswood, NJ 08108  
P: 856-283-7816  
F: 856-210-1619  
E: [naep@bowermanagementservices.com](mailto:naep@bowermanagementservices.com)  
[www.naep.org](http://www.naep.org)
  - b. Transition
    - i. NAEP now using Memberclicks ... moving forward to add NAEP database information ... sometime in early August
    - ii. Currently creating website in Memberclicks (expectation is to have it up soon)
    - iii. Once data entered into Memberclicks, Tim will begin sending dues notices, past chapter activities, mid august for report and checks

- iv. Tim will send out query to get information on chapter financial representative and current dues
  - v. Roger ... p. 3 of 11, 2d ... individual membership “may remit dues monthly”, Important to collect correct chapter dues.
3. Affiliation Agreement
- a. Briefly reviewed concerns expressed at board meeting
  - b. Follow concerns expressed during conference call ...
    - i. Will not meet deadline of July 31
    - ii. NAEP currently investigating 503(c)(6) tax exempt status; Affiliation Agreement states NAEP is tax exempt through 503(c)(3) status; how will NAEP resolve
    - iii. Need to identify what the financial impact is to the chapter, chapters need to know NAEP membership information within their chapter ... both NAEP members only and NAEP/Chapter members
  - iv. Tim Bower will generate several membership lists once MemberClicks is population with NAEP data.
    - 1. List 1 – Transactional report giving new member information
    - 2. List 2 – NAEP active members who are also chapter members
    - 3. List 3 – All NAEP members within chapter boundary
  - v. NAEP should place a copy of the Affiliation Agreement and time line on the website.

Next Meeting: August 26, 1:00PM Moutain.