



Participants: Paul Looney (NAEP), Roger Turner (California), Joe Pinto (Arizona), Joe Musil (NAEP), Bruce Hasbrouck (Florida), Valori Ranson (Texas), John Nelson (Arizona), Bob Morris (North Texas), Ron Deverman (NAEP), Bill Plumpton (Pennsylvania), John Irving (chair)

The following is a summary of the major items discussed. Action items are underlined.

1. Announcements and Opening Remarks
 - Good participation in conference calls and the chair is always open to suggestions for improvement and agenda items for discussion.
2. How Chapters Manage Membership Information
 - Florida manages membership information using a web-based software – ‘Member Clicks’ – and Bruce gave a demonstration. Member Clicks is easy to use, provides real-time data, can be searched, and allows members to update and maintain their own profile. It costs approximately \$200 / month that includes a base fee and use fee. There would be advantages to standardizing how chapters manage information and the information they collect on their membership.
 - The other chapters manage their members’ information using MS Excel, MS Access, SQL, or Member Clicks.
 - NAEP is seeking a new association management firm. The future method of managing membership information for NAEP is TBD, but could be Member Clicks. For chapters, it is important to keep membership information and issues separate.
3. Other Items
 - It is a challenge for chapters to get members to become NAEP members.
 - The chapter committee’s recommendation to the NAEP BoD on providing timely information to chapters on membership is a good example of results from the chapter committee.
 - The chapters committee may develop an action items list. One item on the list could be general liability insurance for chapter events.
 - Chapters may wish to adopt the budget framework used by NAEP. NAEP should consider resurrecting the budget committee.

Next Meeting: Tentatively June 24th, 2009 @ 1:00 pm MST time. Details to be sent.