

**Northwest College Bookstore Association
Spring Board Meeting/Strategic Retreat
April 28-30, 2009**

Attendance: Laurie Bales, Barbara Racine, Don Beckman, Ueli Stadler, Lori Cano, Cathy Scott, Corey Weber, Patty McCray-Roberts, and Kristi Dopp.

President Laurie Bales called the meeting to order at 3:00 p.m. at her home in Wilsonville, Oregon. She thanked everyone for attending, welcomed president elect Don Beckman and discussed the revised agenda for the meeting.

The minutes of the previous meeting were approved as emailed.

Presidential Suite Reports

Laurie Bales: Laurie briefly discussed her idea of the goals for the day-long strategic retreat (scheduled for April 29): she hoped to have a good direction for the new board, the make-up of which will be changing considerably next year.

Barbara Racine: no report.

Don Beckman: Don thanked the nominating committee, and he thanked Laurie and Barb for agreeing to serve in their current roles again this year.

Secretary-Treasurer's Report — Cathy Scott

Cathy provided a budget report to the board. She pointed out that approximately \$7000 was lost at the Fall Meeting in Coeur d'Alene, and she suggested that the board discuss, during the strategic retreat, how to address meeting expenses going forward.

There are 86 store members this year, with several stores not renewing their membership. After discussing stores who have not renewed, and the reasons for non-renewal, Patty suggested that NCBA offer scholarship memberships for stores this year, on a case-by-case basis. The two cases discussed, Bates Technical College and Everett Community College, involve new managers who may not understand the value of the membership, and so cannot argue to their administrators, who may have cut off all memberships, due to economic hardship. Patty moved that a special scholarship membership opportunity be granted as a special case to these two stores and managers, as the managers are new to the industry and may not realize firsthand the value of membership; if similar circumstances arise in other stores, this offer may be extended on a case-by-case basis. The motion passed; Laurie will draft a letter inviting the two stores to participate as members, free of charge, through December 2009.

There are seven new vendors this year, for a total of 84, compared to 111 last year. Because of the membership requirements for participation in the meetings/trade shows, membership fluctuates year to year.

Education Committee Report — Patty McCray-Roberts

The education for the Mega Regional will be communicated to the four associations by May 4.

Patty, along with committee members Liz Hale and Rhonda Alderman, developed two mininar sessions for the summer. Their goal was to focus entirely on webinars and/or online educational sessions, because so many stores have experienced economic challenges which preclude travel. The first session will be an online presentation on Loss Prevention by Candy Stoll, who works for Follett. The second session is being developed in association with NACS as a fully interactive online class, with a topic to be determined. Laurie suggested as a topic the concept of working well in a multigenerational environment; also suggested was a session on the use of the Master Textbook List.

Associate Representatives Report — Lori Cano

Lori reported that she will invite Kim Heying to the Fall Board meeting, as she will be the incoming Associate Representative.

After a discussion about the goals for the strategic retreat session the following day, the meeting was adjourned at 5:30 p.m.

The meeting reconvened at 8:45 a.m. Thursday, April 30, with a recap discussion about the strategic retreat. It was suggested that our facilitator, Jeanne Enders, return to the summer board meeting for an additional 4-hour strategic session. Ueli will explore dates.

Meetings Chair Report — Barbara Racine

Barbara reported that planning for the Mega is going well. There is a June planning meeting scheduled, so she will have more to report at the summer board meeting. There has been no progress on the 2010 Tacoma Fall Meeting.

There was a short discussion about the board wrap-up topics from the Fall meeting in Coeur d'Alene:

- Due to the change in the fiscal year, should new members be seated at a different time? If so, it will necessitate a bylaws change.
- The evaluations from the fall meeting still need to be posted on the NCBA website.

Laurie will write an article for the NCBA Newsletter about the board's strategic retreat.

Membership Services Report — Ueli Stadler

Ueli gave a short demonstration of the Master Textbook List and its improved features. He will develop a mini-nar on the topic, and will work with Don to determine the scheduled dates.

Ueli also gave a demonstration of the searchable buying guide database, and reminded board members to send dates for the website calendar.

Old Business

Don Beckman and Kristi Dopp will be attending the NACS State and Regional Leadership Conference in June, and will provide a recap at the summer board meeting.

Board liability insurance coverage has gone back out for bid.

New Business

Don Beckman reported on the 2011 meeting. Eugene and Salem had been discussed as potential meeting sites, but due to Washington State travel restrictions, they are no longer viable meeting sites. Laurie volunteered to tour sites with Don in the Portland metro area.

The paid web position currently held by Ueli has not been sufficiently addressed, so the position will continue in the same format until a job description can be developed.

Ueli has offered to present a draft of necessary bylaws/constitution changes to the board by July 1, for review at the summer meeting, as the membership must see the proposed changes before the fall meeting.

A motion was made to request that Patty McCray-Roberts serve for an additional year as chair; the motion carried.

Buying Committee Report

Ueli reviewed how the bid process works for vendors, which led to a larger discussion about whether or not the bid awards are a valuable tool for members. Patty wondered if vendors submit bid information because it is expected, or if they do it because they find value in it. Lori suggested that we can ask the vendors that question, but said it's likely that all member stores already receive buying group prices and don't need the NCBA buying guide. Laurie shared Rodger Boothman's report, and it seems to indicate that the buying guide is not currently a tool relied upon by members.

Lori suggested that there might be greater value in communicating show specials. Patty envisioned highlighting particular vendor partners and what they can offer.

Ueli pointed out that that changing the committee structure will require a bylaw change. But Ueli suggested charging the buying committee with developing additional opportunities, such as NCBA-administered computer software licensing, or jobber programs, to benefit the membership as a whole. This led to a larger discussion about involving the vendor partners differently than we do now, which generated a motion to establish an ad-hoc committee to explore the future of the buying committee. The motion passed; Lori was appointed as a member of this ad-hoc committee; she will contact buying committee member May Jolly, create short surveys for the store members and buyers, and report back to the board at the summer meeting.

The meeting was adjourned at 12:30pm.

Respectfully Submitted,
Kristi Dopp
Recording Secretary