



NAPMW BOARD OF DIRECTORS MEETING  
June 8, 2016  
GENERAL SESSION MINUTES

**I. CALL TO ORDER**

**National Board Members Present**

Kelly Hendricks ..... National President  
Cathy Kantrowitz, CME ..... National President Elect  
Judy Alderson..... National Treasurer  
Glenda Mooney ..... National Secretary  
Laurel Knight ..... National Vice President  
Susan Kerr ..... National Vice President

**Parliamentarian and Administrators Present**

Frances Reinhardt, GML, Past National President      Parliamentarian  
Vince Valvo, Agility Resources      Executive Director

**A. Roll Call and Quorum Confirmation:** Following roll call a quorum was confirmed to President Kelly Hendricks. With notice of the meeting having been duly given, President Hendricks called meeting to order at 4:02 pm. CST

**B. Welcome and Acknowledgement of Guests**

**Guests**

Candace Smith, PNP, CMI, CME  
Jill Kinsman PNP  
Kelly Byers  
Tobi Libbra  
Yolanda Martinez, President NAPMW Dallas

**C. Agenda Approval:** The agenda was approved and shall be filed as presented

**D. The May 11, 2016 General Session Minutes:** Minutes were approved and shall be filed as presented.

**E. Designation of Minutes Review Committee:**

- I.** National Secretary Glenda Mooney
- II.** National President Elect Cathy Kantrowitz CME
- III.** National Treasurer Judy Alderson

**II. Financial Reports**

**A. Monthly Financial Reports:** filed as presented

**B. Local Bank Account:** Dallas signature card received all others are missing. President Hendricks requested NVP to reach out to each local President to request signature cards.

**C. Year End Financials – Local Reports** Majority reports are in but a few associations are missing reports for year-end audit. President Hendricks encouraged the NVP's to reach out to local presidents to have all reports in by end of June.

### III. ADMINISTRATIVE TEAM REPORTS

**A. Agility Resources:** 2017 NAPMW Annual planning has started and we are reaching out to potential sponsors. APEX meeting July 11<sup>th</sup> in New Orleans, 24 registrants and the deadline for rooms is approaching and we need know how many will be attending. Working with REMN to get their roster for NAPMW membership. Created a new membership trending report that has been shared with the board to help with membership retention and growth.

### IV. WORKS IN PROGRESS | UNFINISHED BUSINESS

**A. Apex Meeting:** President Hendricks requested the NVPs to ask the local presidents to register for the APEX meeting and to try to get a count of who is coming. Executive Director Valvo went over the agenda.

**B. Treasurer Training:** President Elect Cathy Kantrowitz reported that the two sessions were well received, NVP should direct new Local Treasurer to use the National NAPMW website resources. President Hendricks asked the NVPs to ask the locals on their calls if there are New Local Treasurers that missed the two training calls and to report to her.

### V. New Business

None

### VI. COMMITTEE REPORTS: 2015-2016 Annual Committee Reports

- A. **Bylaws and Operating Procedures:** Chair is open
- B. **Extensions:** As presented
- C. **Finance:** As presented
- D. **Ethics:** No report
- E. **Internal Audit:** General Comments, some are going great and a few challenges with a few locals supporting documents, however, it appears all are using the funds as allocated by their boards and required for tax purposes.
- F. **Leadership Programs**
  - i. **Choose to Lead:** Board to review Choose to Lead program and report back to President Hendricks changes or recommendation if any.
  - ii. **LEAP:** As presented
- G. **Nominating:** As presented
- H. **Institute of Mortgage Lending:** Chair is Open
- I. **3RRR Ad Hoc:** As presented

### VII. OTHER BUSINESS:

None at this time

**VIII. ANNOUNCEMENTS:** Next board meeting will be July 11<sup>th</sup> at 4:00 CST. in New Orleans

- IX. RECESS TO EXECUTIVE SESSION:** President Hendricks recessed the board to Executive Session at 4:48 p.m. CST.
- X. RECONVENE TO GENERAL SESSION:** President Hendricks reconvened the meeting back to general session at 5:33 p.m. CST.

**Motion by Vice President Laurel Knight “I move we bring all action items approved in the Executive Session forward to the General Session.”**

**Motion Seconded. Judy Alderson  
Motion Carried**

**EXECUTIVE SESSION MOTIONS:**

- A. Ratification of 5/25/16 email vote to accept the surrender of Orange County Chapter.**

**Motion by National Vice President Laurel Knight**

**“I move to accept the ratification of the email vote May 25, 2016 for the surrendered Charter of Local Association Orange County Chapter as of May 11, 2016.**

**Motion Seconded by National Treasurer Judy Alderson  
Motion Carried**

- B. Ratification of 5/17/16 email vote to accept the Luxor contract for 2017 as presented.**

**Motion by National Vice President Laurel Knight**

**“I move to accept the ratification of the email vote May 17, 2016 for the Luxor contract for 2017 as presented.**

**Motion Seconded by National Treasurer Judy Alderson  
Motion Carried**

- C. Surrender of Raleigh Triangle Chapter.**

**Motion by National President Elect Cathy Kantrowitz CME**

**“I move to accept the surrender of charter of Local Association Raleigh Triangle as of May 31, 2016.**

**Motion Seconded by National Treasurer Judy Alderson  
Motion Carried**

- XI. ADJOURNMENT:** Having no other business, President Hendricks adjourned the meeting at 5:34 pm CST.

**Glenda Mooney  
NAPMW National Secretary**