

**NLS Executive Board Meeting
Teleconference
February 19, 2018**

Board Members present were: Wendy Showalter, President; Warren “Butch” Seeley, VPA; Ellick Morey, VPO; Debbie Klatt, Secretary; Brenda Accola, Treasurer; Rick Hanzlik, Webmaster, and Dave Lambert, Database Coordinator.

Absent were Pr. Mark Marxhausen, Spiritual Director; Paul Sabatier-Smith, Palanca Chair; John Bradford, Distribution; Carol Reedstrom, Newsletter.

Wendy called the meeting to order at 7:04 pm Central time. Debbie opened us with prayer.

The minutes from January 29, 2018 NLS Executive Committee meeting were briefly discussed with no comments and were passed with a motion made by Ellick and seconded by Butch.

Old Business:

The ratification letter will not be sent until the Survey is completed. Deadline has passed and we still do not have all the Secretariat information.

Dave briefly asked about the Trademark up for renewal and Wendy explained the 2019 renewal would be due. She discussed the options available to us and it was suggested we devise a plan by the Annual Gathering.

Reports:

Butch informed us the “Online “ Registration would go live in a few days. The “Save the Date” postcard will be released in a couple days.

Butch asked that we complete our reports for the Annual Gathering binder. The host committee is moving rapidly. The final draft which was approved by Wendy and Butch will be uploaded by Rick on our website homepage soon.

Butch has reached out to Paul Schmidlin who has the “Red Book” and will meet together to return it. The Red book has the official names so that the “Delegate Seating” could be done properly in compliance at the Annual Gathering.

Ellick reported he had sent out the job descriptions to the Regional Coordinators. They will pursue possible candidates for the open positions available. Rick suggested the local Secretariats could send names to the RCs.

In addition to the available positions in July, John Bradford will vacate the National Distribution Center. John has informed Wendy he can no longer serve. Discussion ensued about possible ways to change the official names on the printed materials from distribution.

Debbie reported that she is still receiving surveys from the Secretariats, but several are still missing. She will send to Brenda as soon as the report is complete. Debbie will send the approved minutes to Rick for uploading to the website.

Brenda has completed the QuickBooks report through the end of January 2018. Thrivent Financial email was sent out last week. Amazon Smiles was totaled at \$ 5.98 for the year.

The letter for the annual dues will be sent in March.

Brenda has not received the data dump from Diane Purcell. We also need the NLS tax documnetation so that we can file on time..

New Business:

Dave asked about the Thrivent Financial email and whether it should be added next year. Rick will send out the final draft of the Newsletter as soon as he gets it from Carol.

Butch will be sending out his A.G. marketing video soon. He will first send to Wendy for approval before being uploaded to the website and Facebook.

Wendy is proposing to form a Communication Committee. This committee will schedule events to have for the year.

The next NLS Executive Board meetings:

Executive Committee – March 19

Executive Board – April 16

Executive Committee – May 21

Executive Board – June 18

Executive Board in West Palm Beach – July 25

Brenda closed us in prayer at 8:11 CST.

Debbie Klatt
NLS Secretary