

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
NATIONAL ORGANIZATION OF RESEARCH DEVELOPMENT PROFESSIONALS**

Tuesday, April 27, 2021

President Kimberly Eck called the regular meeting of the Board of Directors, National Organization of Research Development Professionals (NORDP) to order at 1:34 pm Central on April 27, 2021.

The following Directors were present at the meeting: Eva Allen (left 2:30 pm CT), Joanna Downer (arrived 1:50 pm CT), Rachel Dresbeck, Kimberly Eck, Faye Farmer, Jerilyn Hansen, Jill Jividen, Kim Littlefield, Jennifer Lyon Gardner, Anne Maglia, Nathan Meier (left 2:21 pm CT), Anne Pascucci (left 1:56 pm CT), Michael Preuss, Paul Tuttle, and Etta Ward. Immediate Past President Karen Fletcher also was present. No Directors were absent.

Board Culture Anchor of the Month: Share disagreements during, not after discussion

- Board discussed importance of sharing disagreements openly in the context of resolving dispute from Great Lakes Regional Meeting scheduling and conflict with association management company reps. What went well in this instance of sharing disagreements was that NORDP created space for the parties involved to process the disagreement, giving everyone the room they needed to make their views and perspectives known.

Consent Agenda:

- Approval of draft March 23, 2021 Board Meeting Minutes – Eck
- Committee Reports:
 - Member Services – Tuttle
 - Mentoring – Farmer
 - NORD - Fletcher
 - Professional Development – Downer
 - Revenue & Finance – Hansen
 - Governance – Lyon Gardner
 - Communications Working Group – Dresbeck
- Tuttle moved (seconded by Ward) to approve the consent agenda. The motion passed unanimously.

General Announcements:

2021 Conference Update – Jividen

- The 2021 conference is officially NORDP's biggest conference ever - registration closed yesterday at 5:00 pm PT, at 691 registrants (previous largest was 604 registrants)
- Jividen posted to Basecamp message board all the Conference events Board members should plan to attend
- Roundtable events started today
- Fletcher and Jan Abramson are hosting a panel of NORDP founders Friday afternoon, April 30
- Eck asks that everyone on the Board create a profile in the conference platform and tag themselves as a Board member, also be sure to visit and thank our sponsors.

2021 LEAD/New Board Member Orientation – Eck/Fletcher

- Fletcher has been working with LEAD group to create a more intensive and longer Board orientation
- For 2021, still planning to do the usual Board orientation in June, after new Board members are announced. Following that, planning to launch monthly meetings for LEAD cohort + new Board members to get introduced to the Board, over 6-7 sessions
- First session in summer 2021 will be new Board members only, before inviting LEAD cohort into subsequent meetings

Great Lakes Regional Meeting Update – Farmer

- Farmer posted a first draft of the outcome of the disagreement resolution discussions between Great Lakes Region and FPMR. Draft document contains several recommendations for the Board to adopt.
- Will leave draft for Board members to review this month and discuss further next month
- Preuss, who was involved in mediating the discussions, recommended that some Board members consider mediation training to help facilitate in the longer term

March Email Votes – Results – Lyon Gardner

- Board members who were not in conflict (i.e., who were not nominees themselves) submitted their rank-ordering of 2021 Holly Falk-Krzesinski Service Award nominees

Discussion Items:

Nomination Committee’s recommendations regarding results of 2021 Board nomination/application cycle – Hansen/Eck

- Previously the Board agreed to extend the 2021 Board candidates’ application deadline to April 20, 2021 to encourage more applications to be submitted. The deadline extension did not yield any additional applicants.
- NomCom recommends proceeding with the two applicants/candidates who have been vetted for the 2021 election cycle. Board discussed and agrees with this recommendation. (Meier, who is one of the two active candidates, left the meeting prior to this discussion to avoid conflict)

FOR VOTE: Formalizing NORD as a Committee – Eck/Fletcher

- Due to time constraints today, this will be moved to an email vote via Basecamp
- Document detailing NORD’s vision going forward as a formal committee without corporate authority to be posted by Fletcher in Basecamp

Draft Amendments to NORDP Bylaws per May 8, 2020 Board vote re: Immediate Past President Term

– Lyon Gardner

- Governance committee has drafted language to amend the bylaws to extend IPP’s term by one year automatically, and with voting privileges, for IPPs who serve as President in their fourth (final) year on the Board. 2019-2020 Board discussed this issue and voted to approve this change to the Bylaws in May 2020.
- Proposed language revisions are posted in Basecamp; bylaws require 20-day notice prior to calling a Board vote to adopt new Bylaws language; Lyon Gardner will call for vote on May 17.
- While making these revisions, Governance noticed that the Bylaws use gender-binary (“he or she”) pronouns throughout. Governance will consult Committee on Inclusive Excellence regarding adding a preface to the Bylaws stating that use of gendered pronouns is not meant to exclude any individuals or groups. Will aim to incorporate this preface language when updating IPP term language.

Due to time constraints, the following topics were tabled for the May Board meeting:

- Committee on Inclusive Excellence Strategic Plan – Ward/Eck
- Continued discussion on sponsor relations – Dresbeck/Eck

There being no further business, the meeting was adjourned at 2:41 pm Central.

Respectfully submitted,
Jennifer Lyon Gardner, Secretary

Note: The next Board Meeting is scheduled for Tuesday, May 25, 2021 at 1:30 p.m. Central; 12:30 p.m. Mountain; 11:30 p.m. Pacific; 2:30 p.m. Eastern.