**NATIONAL COUNCIL OF CHILD SUPPORT DIRECTORS**

**May 2013 Executive Committee Meeting**

May 16, 2013

Present:

Benidia Rice - President

Laurie McGrath – Vice President

Kylie Claycomb for Carol Eaton – Secretary

Dan McDonald – Past President

Region 1 – Jerry Joy

Region 3 – Chuck Hayward

Region 4 - Ann Coffin

Region 5 – Jeff Aldridge

Region 6 – Lisa Andry

Region 7 – Trisha Thomas

Region 8 – Jim Fleming

Region 9 – Louise Bush

Region 10 – Wally McClure

Committee Chairs:

Alisha Griffin

President Rice welcomed the directors and called the meeting to order at 3:00PM ET. The first order of business was the approval of the April 2013 minutes. Louise Bush made a motion to accept the minutes and Jerry Joy seconded the motion. The minutes were approved.

**TREASURER’S REPORT**

Dan McDonald reported the balance as of the end of April was $84,802.75. In addition, there are several pending items and a lot of activity this time of year in preparation for the annual conference. Laurie McGrath made a motion to accept the treasurer’s report and Chuck Hayward seconded. The report was approved.

**MONTHLY CALL WITH OCSE**

There was not a call with OCSE this month.

President Rice indicated that she has been in communication with OCSE on the topic of health exchanges and seeking guidance from OCSE on sharing of IV-D data with the exchanges. She has not received a written response to her request yet. Will add topic to agenda for annual meeting.

**COMMITTEE REPORTS**

**Medical Support:** Alisha Griffin indicated the workgroup is meeting to discuss what critical items should be shared at the annual meeting from the flow document discussed at the March executive committee meeting.

Alisha Griffin indicated that she was asked to write up a document on the criticality of issues in the President’s Budget. President Rice will share with the Board and then with all directors.

**TANF Reauthorization:** Nothing new to report.

**NCCSD Website:** Nothing new to report.

**VOE Workgroup:** President Rice shared the VOE letter for OCSE with the directors for comment. The regional representatives shared that all regions were either in agreement with the letter or had no comments. All agreed that it was not controversial and President Rice will forward the letter to OCSE.

**Finance Committee:** Dan McDonald reported on the recent independent accountant review. The accountant recommended that the NCCSD purchase Quickbooks software to record all expenses and income. It will reduce disruption and moving records as officer’s change, is easily transferrable to another officer, relatively inexpensive, and will make recording and accounting much easier. He also recommended purchase of liability insurance. This will be on the annual meeting agenda.

Dan McDonald also reported on suggested changes to the by-laws: in Article II, a reference to how funds will be spent; in Article VIII, preparing a budget of anticipated revenues and expenditures for the annual meeting and seeking approval for change from the executive committee; and Article X, increasing the donation limitation from $1,000 to $1,500.

There was discussion on the language regarding the annual conference budget. Wally McClure made a motion to accept the revised language and approve the changes to the by-laws. Laurie McGrath seconded the motion and all approved.

A question was raised about a statement in Article II indicating affiliation between NCCSD and NCSEA. All agreed that it was an oversight, potentially from a time when affiliation was explored but did not occur. Dan McDonald made a motion to remove this language in this revision. Benidia Rice seconded the motion and all approved.

Jim Fleming recommended that the language in Article XI be changed to state that proposed amendments to the by-laws should be sent to, rather than received by, members two weeks prior to the meeting. Benidia Rice made a motion to approve this change and Laurie McGrath seconded the motion. All approved.

Chuck Hayward also noted a technical change to correct an item under Article XII referring to “Travis City” which should be “Traverse City.” This error will be corrected and all agreed correcting this error was a technical change and did not require a vote.

President Rice will send the revisions to all directors in advance of the annual meeting.

**Nomination Committee:** President Rice inquired about interest in serving on the nomination committee and indicated she will send an email requesting volunteers.

**NCCSD ANNUAL MEETING**

President Rice advised that 52 have registered, including herself and her deputy. An additional 12 are needed to stay at the hotel to avoid incurring costs from the hotel, and she anticipates having that number. Sponsorship is down; however, the conference will break even with at least 60 participants and no additional sponsors.

Benidia has been working on OCSE involvement as well. None have registered yet as they have requested a discount rather than paying for lunches or the cruise. She explained the registration is a base price, but if 10 register, they can pay $345 rather than $400.

All panels are on track with the exception of one person still having trouble getting approval; we will know soon if any changes are needed.

**Meeting adjourned.**