

NACM PLANNING COMMITTEE AND BYLAWS SUBCOMMITTEE

2007-08 Report of Projects and Results

Committee Chair: Kevin J. Bowling

Planning Committee Members:

Kelly Aylsworth	Randy Harris
Carol Barnhardt	DeVona Jones
Kent Batty	Peter Keifer
T.J. BeMent	David Slayton
Kathy Mays Coleman	Ron Truss
Peter Coolsen	Chelle Uecker
Judith Cramer	Chris Volkers
Pamela DeVault	Mark Weinberg

Bylaws Subcommittee Members:

Kevin J. Bowling
Kelly Aylsworth
Judith Cramer
DeVona Jones

Planning Committee:

1. According to the NACM Responsibilities, Operations and Procedures Manual (Section 4.1.1, page 12, #17, President – Duties), the President is to monitor progress toward achieving the goals and objectives of the Strategic Plan, conduct a “limited update” of the Strategic Plan at periodic intervals (e.g., 3 years) and submit a report and recommendations to the Board and membership. Also in the Procedures Manual (Section 6.3.1.c, page 22, #1, Planning Committee – Responsibilities and Role), the Committee is tasked to “Maintain and update the NACM Strategic Plan, which defines overall goals and objectives.
2. To accomplish the task outlined above, the Committee conducted one live meeting and nine Committee conference calls during the past year.
3. The NACM Strategic Plan was reviewed and revised with input from the Planning Committee, selected Officers and Board members, various Committee members, and some NACM members. The 2005 version of the Plan has six goals and 31 objectives. The proposed 2008 revised Plan continues with same six goal statements, but the number of objectives has been reduced to 30 and there have been several modifications to “Action Items” incorporated in the Plan which are intended to assist with implementation.
4. Overall, the Planning Committee consensus was the existing Strategic Plan continues to serve NACM well. Consequently, the revisions made are primarily updates and corrections to bring the Plan in line with current practices and to make it consistent with the NACM Responsibilities, Operations and Procedures Manual.

5. The revised Strategic Plan was provided to the NACM Board of Directors for review on March 8, 2008 at the mid-year conference. A motion was passed adopting the revised Strategic Plan, as submitted by the Planning Committee.
6. It is the Committees' understanding the Plan is "adopted" with Board approval. Unlike changes to the Bylaws or Articles of Incorporation, there is no requirement for a vote of the membership. Members may access the revised Plan online at www.nacmnet.org.
7. After completing work on the Strategic Plan, the Committee began a review of the NACM Responsibilities, Operations and Procedures Manual. This review was finished during our June 20, 2008 Committee conference call. A revised document will be provided to the NACM Board of Directors for review during the 2008 Annual Conference.

Bylaws Subcommittee

1. The Bylaws subcommittee met on 10/11/07 and 11/15/07 to complete its work.
2. No recommended Bylaw amendments have been received from the general membership.
3. When reviewing Article II, Section 2, the Subcommittee questioned whether there should be an "International" Class of Members. It was recommended at the mid year Board meeting this issue be referred to the Membership Committee for consideration.
4. Also during the mid year Board meeting, the Committee recommended the following change in the Bylaws, which received Board approval. The intent of the change is to keep members informed and provide a greater sense of transparency with organizational decision making.
 - a. "All Board of Director Meeting Minutes shall be available for viewing by the Association members. The method(s) of availability will be prescribed in the NACM Responsibilities, Operations and Procedures Manual"
5. The Articles of Incorporation were also reviewed by the Subcommittee and three changes were noted. The Registered Agent has changed to Robert Baldwin (Article V); the Registered Office zip code has changed from 23187-8796 to 23185 (Article V); and Class A and B Directors (Article IV) are currently referred to in the Bylaws, Operations Manual and Strategic Plan as Directors and Officers. Although the Subcommittee considered amending the Articles, further investigation suggests change is unnecessary. The Articles are understood to be an historic document, which accurately captured the correct information at a certain point in time. Subsequent changes to the identity of the Registered Agent and the address of the Registered Office are captured on the annual corporate reports filed with the State of Virginia, consequently, further revisions to the Articles of Incorporation would be redundant and potentially confusing for future Boards. The change in Director titles has been accomplished in the Bylaws and other documents noted above.