

**N A S C S P**

NATIONAL ASSOCIATION FOR STATE COMMUNITY SERVICES PROGRAMS

NASCSP Board of Directors Meeting Minutes
Tuesday, February 4, 2025, via Zoom and In-Person
Rosslyn Room, Crystal Gateway Marriott
4-6pm, ET; 3-5p.m., CT; 2-4 a.m., MT; 1-3p.m., PT

Executive Committee Members Present: Cheryl Williams, DC-Executive Director; Beverly Buchanan, AR-President; Melanie Sanford, MI-Vice-President; Rhea Woods, LA-Secretary; Adrian Angel, IL-Treasurer; Stephanie Insinna-Sahondo, CO-WAP Chair; Matt Fitzgerald, VA-CSBG Chair

Representatives Present	State	Region	Program
Tamara Fahey*	MA	1	CSBG
Kathryn Rulli	PA	1	WAP
Samantha Pearce	NY	1	WAP
Cynthia Bryant*	GA	2	CSBG
Matthew Melton	SC	2	WAP
Lorie Easter	IA	3	CSBG
Jill Giles	NE	3	CSBG
Amanda Marcott-Thottunkal	OK	3	WAP
Troy Cucchiara	NM	3	WAP
Anna Sainsberry	WI	4	CSBG
Sarah Priest	MN	4	CSBG
Maddy Kamalay	MI	4	WAP
Stacy Humbert	WI	4	WAP
Leeann Marx	OR	5	CSBG
Elizabeth Rackham	ID	5	CSBG
Andrew Etue*	WA	5	WAP
Travis Ekenberg	AZ	5	WAP

***Attended via Zoom**

Representatives Absent: Cassandra Norfleet-Johnson (CT, Region 1, CSBG), Shelly Woda (WV, Region 2, CSBG).

NASCSP Staff Present: Mary Cousins, Andrea Schroer, Hugh Poole, Tiffany Jarvis, Jonathan Ballew, Raymond Thomas, Kye Garvin, Sarah Yang, Claudia Torres, Darryl Hamilton, Brandy Boulos (guest, new hire).

Also Present: Vernetta Walker, Vernetta Walker & Associates Consulting



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Meeting was called to order at 4:04 p.m. by Beverly Buchanan.

I. Welcome – Beverly Buchanan

II. Approval of December Meeting Minutes

Motion to approve made by Keli Reynolds. Seconded by Samantha Pearce
There was unanimous voice approval.

III. Financial Report-Adrian Angel

a. 2025 Dues Report

We are considerably behind on collections compared to last year, with only 54% of budgeted dues collected (\$239,956 of \$436,968). This could be attributed to the deadline change, our new address and lockbox, and/or the fact that NOAs were late. Regional Reps will reach out to States that haven't paid and will advocate about the advantage of NASCSP membership. Membership dues become unrestricted funds and are needed.

b. FY2024 Financial Report

Our revenue is lagging (\$150,000 less than at this point last year), likely due to the delay in CSBG and WAP funding and contracted TTA. Our conference revenue has increased and our expenses have decreased significantly due to being rid of the old office lease agreement. Cheryl suggested the board consider whether our targets should be changed.

c. Approval of Financial Report

Motion to approve made by Sarah Priest. Seconded by Melanie Sanford.
There was unanimous voice approval.

IV. Executive Director Updates-Cheryl Williams

a. The Road Ahead

The landscape has completely changed since the imposition of the President's Executive Orders, hiring freezes and proposed Reductions in Force (RIF). It is imperative that we prepare for NASCSP's future as an organization.

Beverly directed all members to read the State of NASCSP Report that Cheryl prepared and which was included in the December board packet.

i. Committee Updates



1. Advocacy

There is a greater sense of urgency now in light of the current political landscape. Conference fees, dues and contracted TTA are considered unrestricted funds and can be used for advocacy. We currently have \$535,000 in general funds available for advocacy efforts. Brit Pomush's advocacy work was billed to the DOE grant, but lobbying cannot be billed that way.

We are considering bringing someone on to focus on lobbying and changing the organization's status from 501(c)(3) to 501(c)(6). Discussion ensued.

- Melanie asked whether we could share a position with NCAP. Cheryl said that sometimes there is daylight between us and the partnership.
- Rhea asked what the salary range for this position would look like. Cheryl said maybe the \$60k range.
- Matt asked how advocacy would drive interactions with OCS since communication is sometimes a problem with them. Cheryl acknowledged that communication is currently cut off, but this could be an opportunity for us to advocate where OCS cannot.
- Stephanie asked about next steps. Cheryl said the board needs to give input on new funding sources, including considering affiliate memberships like NCAP does (state associations, corporate members, etc.)

ii. Other opportunities and challenges

1. Legislative issues

There needs to be concerted effort on the Hill from constituencies with stories detailing the impact of CSBG and WAP. State Associations can take the lead and show what effect freezing funds and reducing staff would have on communities as a whole.

2. NASCSP Funding

Cheryl gave an update on PMATTA, IREC, WAP formula grant and BIL. 2 months of expenses were drawn down when the freeze was imminent. Samantha asked whether NASCSP has a line of credit to stay afloat. Cheryl said no, but that we used to and should probably look into this again. Beverly said the Finance Committee would start the conversation.

V. Program Chair Updates-Stephanie Insinna-Sahondo and Matt Fitzgerald

Stephanie and Matt provided program updates.



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VI. Old Business-Beverly Buchanan

a. Executive Director performance evaluation process

Beverly explained the process and told board members that they will receive the evaluation template used after the final evaluation session is completed.

VII. Board Development session-Vernetta Walker

Board members participated in the session conducted by Consultant, Vernetta Walker. We will look at adding additional time during the Sunday session in September instead of doing board development after the board meeting.

VIII. Adjourn

Motion to adjourn was made by Adrian Angel and seconded by Melanie Sanford.

There was unanimous voice approval.

The meeting was adjourned at 6:07pm ET.

The next meeting of the Board of Directors is Thursday, June 26, 2025, via Zoom.