

# 2022 GENERAL MEMBERSHIP MEETING MINUTES

Monday, September 19, 2022



Rená Cozart, NAEC Executive Director, thanked sponsors and introduced NAEC President, Hope Evans. **Hope Evans called the 2022 Annual NAEC General Business Session to order.** She recognized Amanda Smith, NAEC COO, for her **15<sup>th</sup> anniversary** and presented her award.

The first item of business is the **Credentials report**, provided by Cece Matot, Secretary. CeCe reported that, as of 9:00am central standard time, there are **294 voting members registered** as of this morning's count, and **92 who cast online electronic ballots** which constitutes a quorum per the association's bylaws.

Next item of business are the **minutes** from the last meeting. The Board of Directors has approved these minutes. The report was submitted and adopted for approval.

The next item of business was the adoption of the agenda, which was distributed in electronic form.

The next item of business was the adoption of the **Standing Rules** which were distributed electronically. The next item of business is the **Bylaws Committee Report** presented by Robert Barber, Chairman of the Bylaws Committee.

The proposed Bylaw changes were reviewed and approved by the Bylaws Committee and the Board of Directors. The following are the two revisions that were voted on:

**Issue 1: Antiquated language in Bylaws- To update Bylaws to represent electronic versus mail-in communications.**

**Issue 2: Update on contract approval and voting procedures by membership.**

The next item of business was the **Nominating Committee Reports**. Gary Schuette, Chair of the **Contractor Nominating Committee** reported out. The committee assessed a group of candidates for consideration, considering their tenure in the industry and their participation in volunteer and leadership roles with NAEC and other industry organizations. The submitted the following candidate slate:

**Phillip Isaac, Gable Elevator**

**William McGrath, South Jersey Elevator**

**Travis Carlisle, Murphy Elevator**

Each of the candidates addressed the assembly. The electronic ballot was taken from the members and closed as of September 1, 2022. All three nominees were accepted by popular vote.

The next item of business was the **Supplier Nominating Committee**. Greg Carlisle, Chair of the Supplier Nominating Committee reported out. The committee assessed a group of candidates for consideration, considering their tenure in the industry and their participation in volunteer and leadership roles with NAEC and other industry organizations. They presented the following candidate slate:

**Anita Seymour, Expert Service Solutions**

**Matthew Yelland, Peelle Company**

The electronic ballot was taken from the members and closed as of September 1, 2022. The nominees were accepted by popular vote.

René Hertsberg, Treasurer for the 2021/2022 submitted the **Financial Year End Report**. He reported that under Hope Evan's term of leadership, the financial health of the association continues to be strong—despite an extraordinary challenging year. **The 2021/2022 Fiscal Year End Audit Report** states the Books are found to be in good order, with Net Asset Target Revenue for the fiscal year at \$508,400. The report was adopted by the majority.

Hope recognized volunteer leadership in the room. The next order of business was to report on volunteer leader committees:

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**Future Directions** – A new three-year strategic plan was developed in October 2020, with the process led by the board of directors and the chairmen of currently active NAEC committees. The plan has been fully adopted and integrated and is well underway. The goals set forth in the plan focus on four primary areas for NAEC growth:

- 1) **Enhance and stabilize organizational structure**
- 2) **Expand Education and Certification programs**
- 3) **Retain and Grow NAEC membership**
- 4) **Increase overall impact, member value and innovation**

Hope reported that the board has received monthly reports from the NAEC Executive Director. **51% of the action items in the plan were completed.**

Next order of business was Hope calling John Dodds to report on **QEI**.

John shared that QEI had officially received ANAB/ANSI national accreditation on July 15, 2022.

Hope reported on the **Certification Board**, which had reviewed 36 applicants for CET and CAT programs since January. The internal audit resulted in 2 commendations and 5 opportunities for improvement.

Over 1,000 enrolled in the CET program, with over 100 in CAT program.

The next order of business was **Regional Workshops**. Three workshops completed with this new initiative.

Hope reported on the NAEC's participation on the **OSHA alliance**, approving the elevator specific OSHA 10-hour course.

The **NexGen** report indicated over 140 active members. The successful spring NexGen conference had 46 in attendance. Announcement was made about May 2023 self-standing NexGen conference.

**Member Development** has focused on member recruitment with a first-time attendee reception in Louisville.

The **Accessibility and Residential Committee** completed **2 safety videos** 1) Homeowners Safety Video and 2) Architects and Designers Safety Video, available on the NAEC website. Select Committee Members also attended the **2022 International Builders Show**.

Personnel Resource- The assessment of the Executive Director's performance was completed, finding that she had successfully driven the mission and goals of NAEC. Highlights includes 1) Filling staff vacancies, 2) Expanding member services through education, social media, townhalls and networking meetings, 3) Stewarded strong financial results through strong fiscal oversight and management.

Hope called for a motion to adjourn.