

Meeting Minutes
National Numeracy Network Board Meeting
Sunday, October 16, 2011; Asheville, NC

Attending ...

Nathan Grawe, Eric Gaze, Corrine Taylor, Donna Sundre, Mija Van Der Wege, Sue Mente, Kim Rheinlander, Dorothy Wallace, Cinnamon Hillyard, Neil Lutsky, Len Vacher, Caren Diefenderfer, Milo Shield, Carol Overby, Cathy Manduca (via phone)

I. Minutes of October 8, 2010 NNN Board Meeting (Carleton College) were approved with the modification of listing David and Milo to nomination committee (instead of Jeanne).

II. President's Report, Corri Taylor

What we got accomplished ...

- October 2011 Meeting with ACA, thanks to Caren!
- New membership service, WildApricot, which allows for electronic payments and automatic reminders. SERC will pay the annual fee for the first year.
- Improvements to the NNN website including
 - o Potential consultant/speaker bios, almost all directors have a bio
 - o News submission
 - o Eric has continued to add to his column
 - o Two more journal issues out
 - o Work with Project Kaleidoscope grant on sustainability:
 - Eric, Corrine, Cathy are working on collecting materials
 - Nathan and Emily Lardner are working on professional development

III. Membership and Financial Report, Cinnamon Hillyard

Membership Report

Institutional Members:

Bowdoin College (4)
Carleton College (5)
Central Washington (3)
Wellesley College (3)

Individual Members, not part of Institutional Members: 16

Total: 31 paid members (up from 14 reported last Fall)

Total on record: 81 people on list having paid membership at one time (up from 77 last Fall)

Financial Report

Fall 2010 Balance	5652
Membership Dues	1300
Donation	1500
Payment for Website	-5000

Taxes and Fees -20
Fall 2011 Balance **3432**

Upcoming Expenses:

- Any unpaid fees from this conference (hopefully \$0)
- Wild Apricot Membership Services (\$270/year)
- Website fee, due in January 2012 (\$5000/year)

IV. **Journal Report**, Len Vacher

July issue was a banner issue. The quality of papers was better and from new people. Journal articles are still heavy on assessment and from math people. January is low on issues and nothing is in the mill for June. Dorothy has been doing most of the work on the Journal since June. Plans are being made to make better use of associated editors. All authors should be invited by the president on publication to join the NNN. As of last week, were over 17,000 downloads

V. **Web Site Report**, Cathy Manduca

NNN should use more of the Communication areas set up

Wild Apricot will be a good step

Next steps will be highlighting institutional members

Website use is growing – 13,000 unique visitors, 70% are repeat visitors

Listserv policies need to be determined and is not being heavily used

More webstats:

- In the last year there were ~13,000 visitors and 40,000 visits. Average pageviews per visit is 1.5 (that is lower than say the Cutting Edge or PKAL sites).
- 25,000 of those visits were from one user -- I'd say this is a crawler. Given this, I think that the pageviews per visit is being drawn down significantly by this activity.
- 13,000 visits were 1 time users. About 1700 visits were from people who visited 2-10 times. So like my rule of thumb -- 10-15% of your traffic is people who are coming back and are likely really using the site and targets for membership.
- Similarly 2200 visits lasted longer than a minute. And 10% of visits were more than one page.

- Your biggest referrer besides search engines is the MAA which sent 131 visitors in the last year.
- Since you are on our site, I can't tell you how many people came from elsewhere on SERC (fixing that for next year :))

VI. **Nominating Committee Report**, Neil Lutsky

Discussion of Recommendations to Nominating Committee (See attached memo):

- Bylaws available at http://serc.carleton.edu/files/nnn/nnn_bylaws.pdf

- Added amendments: New title of Article III -- “Board” to “Board of Directors”
- Neil will ensure consistency throughout the bylaws about officers and board members.
- Updated document will be circulated electronically and the board will vote
- Memo Suggestion #2 was approved as commented in appendix.
- Discussion of length of term as described in Memo Suggestion #3 below
 - o 1 year, moving through 3 positions, as described below
 - o 2 year, moving through three positions with “should typically”
 - o 3 years as is
 - o term limit
 - o Eric moved that Suggestion #3 be voted on, changing one year to 2 years. *Unanimously approved by board*
 - o Secretary Treasurer should be a two year term, renewable
 - o Reappointment should be changed to re-election
 - o The president is not eligible to serve for consecutive terms (Corri’s Motion)
VOTE: 6 for, 1 opposed

VII. Elections of board members and officers

- o Candidates for president gave vision statements
- o Private discussion by the board with candidates not present
- o Caren Diefenderfer, Eric Gaze, Nathan Grawe voted President, Vice President, Secretary/Treasurer
- o Directors elected: Milo, Carol, Judy, and Mark Hainsworth

[Break for lunch]

VIII: Director and Officer Upcoming To Do’s:

- Cinnamon—ensure Wild Apricot has our past membership data
- Corri—update web re: new board officers/leaders
- Corri—make sure bios are complete on webpage
- Corri & Eric—manage webpage (eg institutional member highlights)
- Corri and Caren—Collect list of who we’ve consulted with, re-contact to push membership and find out what’s ongoing for listserv news
- Neil—implement changes to bylaws voted on in the meeting
- Neil—oversee management of our commitments to the listserv (who is in charge of creating the “post of the month?”)
- Nathan—email Corri and Caren PKAL/QuIRK workshop participants
- Membership committee—Caren, Nathan, Sue, Corri. Carol is willing to help here as well if needed.

- All—signed up for listserv submitter of the month. Also, those people will identify an item for the news section (see listserv assignment in Attachment B.)
- Sue—think about what fields need to be in Wild Apricot (Neil notes we don't want to make the process of joining too difficult)
- Donna—pledge to recruit 5 new members (only one of which is math)
- Len asks each board member to produce (either themselves or by recruitment) one paper per year
- Len challenges every board member to get a physical scientist involved in NNN
- Associate Editors—Len intends to ask select Associate Editors to step up into role in managing submissions (assigning reviewers, reading reviews, summarizing reviews, and recommending outcome to Editor)
- Journal copy-editing—Len asks if we might fund a grad student to copy edit
- Milo—will be the point person on statistical education community
- Nathan—will pursue meeting with AACU (via PKAL) at annual meetings in January
- Cinnamon—will start a blog
- Nathan—will look into what it takes to negotiate indirect costs
- Caren—will send a ballot to the Board re: increasing membership rate to \$50 for individual/ \$250 for institutions (with up to 6 members)
- Cinnamon - work with SIGMAA-QL to update Lynn's list of QL programs

IX. **Funding**

- Milo's thoughts
 - Financial literacy angle seems promising
 - Can meet with organizations as he travels
 - Looking for endorsement from names that get us credibility (will bounce names off the board before soliticing)
 - Find out what they might want to do to use our group for (present at our meetings to tell us what they want students to learn? Other?)
- Corri's thoughts
 - Conversation with NSF suggests it will be hard to have NNN itself get a grant. Would need to partner, perhaps as a sub-contract.
 - To sub-contract, need to negotiate indirect cost rate

X. **Future meetings**

- Eric will be responsible for creating concrete plans for next meetings

- Eric notes connection between financial literacy and New York location. Also have some members in the area who can help organize.
- Carol suggests we might be aligned with a second “visualizing financial literacy” symposium
- Carol suggests the Museum of American Finance as potential partner

XI. **Other**

- Can we work with some of our alumni networks?
- Special volumes of the journal: Financial Literacy, What do Business Leaders Say We Need?

Attachment A: Nominating Committee Report

M E M O R A N D U M

TO: NNN Board
FROM: Corri Taylor
RE: Bylaws on Governance, Call for Nominations
DATE: October 4, 2011

At last year's annual meeting, we voted to extend the terms of all three of our current officers (Corri Taylor, President; Milo Schield, Vice-President; and Cinnamon Hillyard, Secretary/Treasurer) for one year, so that we would have time to put in place a good procedure for nominating and electing new officers and board members. Neil Lutsky agreed to head this process; he recently reviewed the NNN Bylaws and consulted with me, Milo Schield, and David Bressoud on these matters. Based on Neil's observations and recommendations, I appoint Neil, and David to serve with me on this cycle's Nominating Committee. (Note: The Bylaws currently specify that a nominating committee composed of the President and at least 2 other members of the Board handle elections.)

With this message, the above named Nominating Committee hereby invites nominations for all three Officer positions (President, VP, and Secretary/Treasurer), as our current Officer's terms have (more than) expired. We also invite nominations for additional directors of the board. If my records are correct, we have two directors whose three-year terms expire this year, so they will transition into the role of emeritus director: Caren Diefenderfer and Eric Gaze. Three directors -- Maryann Allen, Lynette Hoelter, and Donna Sundre -- have 1 more year to serve as director. Our two directors elected last year -- Michael Catalano and Suzanne Mente -- have 2 more years to serve. We invite both self-nominees and nominees of other persons.

In addition to our call for nominees, the Nominating Committee brings to the board the following proposals for changes to the Bylaws. We should discuss these proposals and vote on them at the official board meeting on Sunday, October 16th. We welcome electronic discussion in advance of the meeting and intend to use part of our planning meeting on Saturday, October 15th to discuss these proposed changes in governance, as well, so we will be well prepared for voting at the Sunday Board Meeting.

1. Proposed Amendments to Article III, Section 3.02 Board Number.

Replace the phrase "the Board shall consist of not less than five (5) directors" with "the Board shall consist of the Officers and not less than five (5) directors." Rationale: It isn't clear in the current Bylaws whether officers count as members of the Board and now that we have built up our board, we need to keep the numbers up.

2. Proposed Amendments to Article III, Section 3.11 Nominating Committee.

- a. Replace the phrase “composed of the President and at least two (2) other members of the Board of Directors” with one of the following “composed of the President and at least two (2) Emeritus Directors” OR “composed of the immediately past President and at least two (2) Emeritus Directors.” Rationale: Given that Board members and officers currently may be re-nominated or nominated for other offices, it seems awkward for potential candidates to serve on a Nominating Committee. Whether the President sits on the Nominating Committee or not may be a function of what the Board decides to do about the term of the President (see Proposed Amendment to Article IV, Section 4.02).

“composed of three current or former board members chaired by the past president”

- b. [fix typo] Change “decision” to “decisions”
- c. [add to current text to define role of the Nominating Committee]
The Nominating Committee will issue a call for nominations prior to the annual meeting and recommend candidates for open Officer and Board positions. Additional nominations may be made from the floor at the organization's annual meeting. Any candidate, whether proposed by the Nominating Committee or nominated from the floor, must indicate his or her willingness to serve in the position for which he or she was nominated.

3. Proposed Amendments to Article IV, Section 4.02 Terms of Office.

- a. Replace the phrase “Officers shall be eligible for reappointment” with “Officers other than the President and Vice-President shall be eligible for a maximum of two consecutive terms.”
- b. Add “The President shall serve one term not to exceed one (1) year and is not eligible for reelection.” Rationale: Most national organizations have one year terms for Presidents. What this would do is commit one person to serve for three years, one year as Vice-President (see below), one as President, and then one as a member of the Nominating Committee.
- c. Add “The Vice-President shall serve one term not to exceed one (1) year and will typically then stand for election as President.”

These suggestions raise a variety of issues, and all are not necessarily resolved by the suggested Bylaws revisions. Please think of the above proposals more as a prompt for discussion and evaluation than as golden solutions to the issues raised.

Attachment B: Listserv Assignments

November	Cinnamon
December	Corri
January	Milo
February	Neil
March	Eric
April	Carol
May	_____
June	Sue
July	Caren
August	_____
September	Nathan