



NAHU Board of Trustees Meeting

Monday, July 18, 2016

4:00-5:30 p.m. ET

NAHU'S MISSION STATEMENT

NAHU advocates for our members, provides professional development and delivers resources to promote excellence.

Call to Order- (Jim Stenger)

The NAHU BoT meeting was called to order at 4:00pm ET.

Reading of Antitrust Statement - (Jim Stenger)

Associations are subject to strict scrutiny under antitrust laws because an association is, by its nature, a group of competitors joined together for a common business purpose. The antitrust laws require companies to make certain decisions by themselves, not in conjunction with competitors. Therefore, associations and their members must proceed with extreme caution in certain areas of activity to insure against violation of the antitrust laws. Discussions of current or future prices or commissions and refusing to deal with or boycotting any insurance carrier are among a number of areas specifically prohibited by the anti-trust laws and will not be permitted in today's meeting.

Roll Call – (Dane Rianhard) – *Reminder to Mute Cell Phones*

Attendees: Jim Stenger, Mike Embry, Rusty Rice, Pat Griffey, Dane Rianhard, Don Goldmann, Janet Trautwein, Paul Smith, Erica Hain, Denise VanPutten, Julian Lago, Kelly Fristoe, Rosanne Wolfe, Linda Rose Koehler, Dave Mordo, Paige Phillips

Absent: Alycia Riedl, Marcy Buckner

Staff: Jennifer Murphy, Brooke Willson, Illana Maze, Farren Baer, Kelly Loussedes, Megan Caputo, Chris Hartman

Guests: Annette Bechtold, Deb Crouch, David Smith

Adopt Agenda

MOTION: Roseanne Wolfe made the motion to adopt the posted agenda.

Motion passed unanimously

Consent Items – (Jim Stenger)

- BoT Meeting Minutes – June 24, 2016
- Committee Reports
 - Membership Council Report



- Chapter and Leadership Development Committee Report
- Media Committee Report
- Professional Development Committee Report
- HUPAC Report

Dane Rianhard requested that the Legislative Report be removed from Consent Agenda

MOTION: Rusty Rice moved to approve the consent items as.
Motion passed unanimously

Legislative Report Discussion

- Concern was expressed about Colorado AHU's fund raising per the Legislative Defense Fund distribution. It was explained that only 31 of the 409 chapter members are engaged in helping. Colorado AHU is required to submit regular progress reports and, as of yet, none have been received. There will be out reach to the current chapter president to request an update.
- There was discussion about HB 5447 allowing HRA funds to purchase individual health insurance and NAHU's position on this bill. A list of bill pros/cons was provided

Financial Reports – (Pat Griffey)

- NAHU's formal audit started today
- There was a discussion of the fact that Cap Con was over budget and concerns about decreasing membership year to date.

MOTION: Mike Embry moved to accept the May Financials.
Motion passed unanimously

P&P Amendment – (Pat Griffey)

- Amending Vice Chairs' Integration to the Board [03-01-B]

MOTION: Rusty Rice moved to approve the amended P&P.

After the discussion period the Board determined it was not ready to vote on the amended P&P. Rusty withdrew his motion and the item will be moved to the August 15 Board of Trustees' call.

Personnel Committee follow up – (Don Goldmann)

The P&P governing the personnel review of the CEO is unclear as to who on the Board should be completing the reviewing documents, the sitting board or the prior year's board. A change to the P&P to provide clarity on this issue will be proposed in time for the August Board call.

Strategic Discussion

- VISION 2020 with SWOT Analysis – (Jim Stenger)
 - 4 Teams Established to start working on this initiative.
 - Mike Embry, Linda Rose and Kelly Fristoe have "S".



- Rusty Rice, Erica Hain and Roseanne Wolf have “W”.
- Pat Griffey, Alycia Riedl and Julian have “O”.
- Dane Rianhard, Denise VanPutten and Paul Smith have “T”.
- All 4 groups should start working on this soon

Adjournment:

MOTION: Rusty Rice moved to adjourn the meeting at 5:23 pm ET.

Motion passed unanimously

Executive Session was not entered

Respectfully submitted,
R. Dane Rianhard
NAHU Secretary

**NAHU’s Anti-trust Statement: Associations are subject to strict scrutiny under antitrust laws because an association is, by its nature, a group of competitors joined together for a common business purpose. The antitrust laws require companies to make certain decisions by themselves, not in conjunction with competitors. Therefore, associations and their members must proceed with extreme caution in certain areas of activity to insure against violation of the antitrust laws. Discussions of current or future prices or commissions and refusing to deal with or boycotting any insurance carrier are among a number of areas specifically prohibited by the anti-trust laws and will not be permitted in today’s meeting.*

***CONSENT AGENDA** per Sturgis

Organizations having a large number of routine matters to approve often save time by use of a consent agenda, also called a consent calendar or unanimous consent agenda. This is a portion of the printed agenda listing matters that are expected to be noncontroversial and on which there are likely to be no questions.

Before taking the vote, the chair allows time for the members to read the list to determine if it includes any matters on which they may have a question, or which they would like to discuss or oppose. Any member has a right to remove any item from the consent agenda, in which case it is transferred to the regular agenda so that it may be considered and voted on separately. The remaining items are then unanimously approved en bloc without discussion, saving the time that would be required for individual votes.



NAHU Board of Trustees Meeting

Monday, July 18, 2016

4:00-5:30 p.m. EDT

NAHU'S MISSION STATEMENT

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Yellow Highlight indicates agenda item that is up for a vote during this meeting.

Call to Order & Reading of Antitrust Statement* (*Jim Stenger*)

Roll Call of Attendees (*Dane Rianhard*)

Approve Agenda

Consent Items (*Jim Stenger*)

BoT Meeting Minutes – June 24, 2016

Committee Reports

- Legislative Council Report
- Membership Council Report
- Chapter and Leadership Development Committee Report
- Media Committee Report
- Professional Development Committee Report
- HUPAC Report

Financial Reports (*Pat Griffey*)

- NAHU May Financials

P&P Amendment (*Pat Griffey*)

- Amending Vice Chairs' Integration to the Board [03-01-B]

Strategic Discussion

- VISION 2020 with SWOT Analysis (*Jim Stenger*)

Executive Session

Motion for Adjournment

***NAHU's Anti-trust Statement:** Associations are subject to strict scrutiny under antitrust laws because an association is, by its nature, a group of competitors joined together for a common business purpose. The



antitrust laws require companies to make certain decisions by themselves, not in conjunction with competitors. Therefore, associations and their members must proceed with extreme caution in certain areas of activity to insure against violation of the antitrust laws. Discussions of current or future prices or commissions and refusing to deal with or boycotting any insurance carrier are among a number of areas specifically prohibited by the anti-trust laws and will not be permitted in today's meeting.



NAHU Board of Trustees Meeting – Annual Convention

Friday, June 24, 2016

Meeting called to order at 1:00pm MT by Don Goldman

NAHU'S VISION STATEMENT

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Call to Order & Reading of Antitrust Statement *(Don Goldmann)*

Roll Call *(Rusty Rice) – Reminder to Mute Cell Phones*

Attendees: President Don Goldmann, President-elect Jim Stenger, Vice President Mike Matznick, Treasurer Mike Embry, Secretary Rusty Rice, Immediate Past President Ryan Thorn, NAHU Executive VP & CEO Janet Trautwein, Region I Vice President Paul Smith, Region II Vice President Dane Rianhard, Region III Vice President Pat Griffey, Region IV Vice President Alycia Riedl, Region V Vice President Julian Lago, Region VI Vice President Kelly Fristoe, Region VII Vice President Roseanne Wolfe, Region VIII Vice President Linda Rose Koehler, Membership Council Chair Lou Reginelli

Absent: Legislative Council Chair Ed Oleksiak,

Staff: Jennifer Murphy, Brooke Willson, Farren Baer, Kelly Loussedes, Marcy Buckner, Megan Caputo, Illana Maze

Guests: Legislative Council Vice-Chair Dave Mordo, Membership Council Vice-Chair Paige Phillips, RVP Candidate Erica Hain, RVP Candidate Denise VanPutten, Governance Committee Chair David Smith, Secretary Candidate Mike Stephens

Adoption of Agenda

MOTION: Paul Smith moved to adopt the agenda.

Passed Unanimously

Welcome and overview of the year *(Don Goldmann)*

- Consent Agenda
 - BoT minutes – June 20, 2016
 - CEO Report: June & July
 - Approval of 2016-2017 Committees
 - Awards Committee
 - Chapter Leadership and Development Committee
 - Legislative Council
 - LPRT Committee
 - Media Relations Committee



- Membership Council
- Professional Development Committee
- o Finance Committee Notes – June

MOTION: Mike Embry moved to approve the consent items.
Passed Unanimously

Financial Reports (*Mike Embry*)

- April Financials

MOTION: Mike Embry moved to approve the April Financials
Passed Unanimously

Draft P&Ps for discussion (*Jim Stenger*)

- At-Large Appointment Process P&P 16-01-B
- Governance Committee P&P 16-05-CM
- Professional Development Committee Structure P&P 16-02-CMT
 - o Changes were finalized in preparation of the House of Delegate vote

Regional Conference Revenues and Expenses 03-01-F (*Pat Griffey*)

- Amended P&P
- Addendum – Agreement
- Addendum - Financial Template

MOTION: Rusty Rice moved to amend the P&P by adding the notice timeline requirement to NAHU of meeting structure to be seven days past Cap Conference but no less than 120 days before the event.
Amendment to the motion passes
Passed Unanimously

Strategic Discussion – Janet Trautwein and Board

- Overview of Task Force calls
- Overview of current strategic plan
- Updating plan for Vision 2020

Executive Session – Don Goldmann

CEO/EVP Evaluation Discussions

Ryan Thorn presented the Personnel Committee's restructure of the CEO compensation package. It was decided that additional work was needed and revisions will be presented at our budget meeting.

Executive Session Concluded at 5:13 MT



Single Payer Discussion

Julian Lago suggested a Single Payer Task Force allowing us to be more pro-active on single payer issues similar to those currently underway in Colorado and New York.

Anti-Trust Statement

Rusty Rice suggested the reading of the NAHU Anti-Trust Statement prior to the Town Hall and House of Delegates Meetings.

Motion for Adjournment

MOTION: Rusty Rice moved to adjourn the meeting at 5:26 pm EDT.

Passed unanimously

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Respectfully submitted,
Rusty Rice
NAHU Secretary

Action Items

| Item | Assigned To | Due Date | Outcome | Notes |
|---|------------------------------|---------------------|---|--|
| May Financials | Jennifer Murphy & Mike Embry | Next Board Meeting | Presented at the BOT meeting on 6-24-2016 | The May Financials were not ready to post to the BOT page in the required time frame |
| P&P 03-01-F - Regional Conference Revenues and Expenses | RVP Committee | July Board Meeting | Presented at the BOT meeting on 6-24-2016 | This item was pending from the May 2015 BOT Meeting |
| Is NAHU's website staying in compliance to our strategic plan | Pat Griffey | March Board Meeting | Presented to the BOT on 3-21-2015. | Illana will work on some ideas to eliminate the multiple clicks necessary for members to find what they need. |
| Is it time for agency memberships | Paul Smith | March Board Meeting | Presented to the BOT on 3-21-2015. | Discounts are currently available for agencies to enroll multiple members and receive a discount. We will look at the current list |



| | | | | |
|--|---|-------------------------|---|--|
| | | | | bill discount program to see if we can lower the threshold to qualify for a discount. |
| NAHU Vision Statement | Linda Rose Koehler | CAP Conference 2016 | Presented to the BOT on 3-21-2015. | The initial vision statement brought to the board was not the current vision statement. Linda Rose will take the above statement back to the members bringing this issue before the board to see if the revised statement meets with their expectations. |
| Consumer Education Pieces on Health/Wellness, Changes in Networks and cost containment | Janet Trautwein Legislative Team Education Foundation | January BOT Meeting | Presented to the BOT on 1-18-2016 | To help combat complaints on dwindling networks and out of control cost increases |
| Disaster Relief Program | Paige Phillips | 12-14-2015 | Presented to the BOT on 1-18-2016. | Sent to Governance Committee. Possible P&P with directions for future boards to follow. |
| Anti-Trust Discussions | EC | 10-2-2015 | Approved on 1-18-2016 | Referred to the EC for discussion |
| Add Anti-Trust Statement to the Agenda | Rusty Rice / Brooke Willson | September Board Meeting | Completed for 9-21-15 Board Meeting | To be read prior to each meeting |
| Changes to the 2018 Convention Format | Kathleen Cochran | September Board Meeting | Completed on the 9-21-2015 board call | Need Approval by September BOT meeting |
| After role call remind participants to mute their phone when not talking | Rusty Rice / Brooke Willson | September Board Meeting | Added to Agenda template starting 9-21-2015 | Reflection of many BOT member concerns due to background noise. |



LEGISLATIVE

Chair: David Mordo

Board Liaison: David Mordo

Month: June 2016

The Legislative Council met on Monday, June 27th in New Mexico. All were present except for Michele Thornton, Kate Banchy, Mark Schwendeman and Lori Crandall who were absent with previous business and family commitments.

We went through our usual agenda format with a Washington update from Marcy & Janet. We have submitted comments to both the DNC and RNC concerning their healthcare platforms. Janet also attended a meeting to further discuss what our concerns are.

We are reviewing and analyzing the white paper, "A Better Way" put out by the Republicans as an alternative healthcare initiative. Unfortunately the paper contains no new ideas but rather a repetition of age old ones from years gone by.

Our immediate concerns and what we are keeping a vigilant eye on are:

Single Payer initiatives in Colorado & New York

The Employer Tax Exclusion

We will be working with and assisting both states via coalitions and on our own to defeat these initiatives.

Our longer range issues that we will be addressing throughout the year include but are not limited to:

1332 Waivers

H.R. 5447 - allows for employers to pay for individual insurance for their employees via HRA

Medicare issues - open enrollment and making COBRA credible coverage.

We, as a council will be working more in tandem with HUPAC, Professional Development and Media this year. HUPAC and Legis Council must work hand in glove to properly deal with all

the legislative issues we deal with. Eric Kohlsdorf, as HUPAC chair will have key input throughout the year.

When the Council is finished with an issue from a legislative or regulatory issue, it should be handed off to PD for them to determine whether that issue can further educate our members via a webinar, certification course or both. David Smith is invited to join monthly calls and he and his team will assess the plausibility for each issue discussed.

NAHU's face should be out in the media more than it is. We need more visibility in key media arenas when a healthcare or health insurance issue breaks. Hopefully, working with Dave Cluley and Media Relations can get us our deserved exposure as the real advocates and experts.

Respectfully submitted,

David Mordo
Chair, 2016-2017 Legislative Council



MEMBERSHIP

Chair: Paige Phillips
Board Liaison: NONE
Month: July 2016

Membership Council is excited and ready for a great year. We have Regional representation in all regions with 4 at large members to help in the larger regions.

Our Innovations group is headed by Michelle Howard who will do a fantastic job this year in vetting various ideas, projects and issues.

Both the Membership council and Innovations group will be communicating through B2B primarily. We will still hold conference calls, however feel B2B will be a more productive way of communication between calls.

Our primary focus this year will be on retention and communication to the members. We will be working the list of issues from our survey last year and working close with Professional Development and Chapter Leadership to resolve as many issues as possible.

Additionally we will be contacting and communicating with all state and local membership chairs on a routine basis to gather information from the chapters on how we can better serve them.

We will have another survey going to all members in August for data collection.

Staff will begin sending a one question survey to all lapsed members every month inquiring as to why they are lapsing. I will work with Illana and Ulla to gather that information and report to the board an overall reason why the majority of members are lapsing. This is vital for us to have a strategic plan going forward. We can not make changes until we find out the primary reason why so many members are leaving

As of July 11, our membership is down to 17,595 which includes those Aflac members that did not convert as of yet. They were only paid to 4-30 when we got the news of them not renewing.

I will be working closely with Illana the next few weeks on the MGI members who are coming up for renewal.



CHAPTER & LEADERSHIP DEVELOPMENT

Chair: Carolyn Beck
Board Liaison: Pat Griffey
Month: July, 2016

Report:

7/1/16:

- Contacted all committee members to welcome them to the committee.
- Established the date/time the committee would have the monthly conference call.
- Recapped the meeting we had with available team members at Convention so those that were not present were informed of topics discussed which were:
 - Identify 3 “whys” you would participate at Leadership Forum at Cap Con.
 - Identify opportunities to improve Leadership Forum at Cap Con such as length, invitees, speakers, etc.
 - Work with PD committee to create a Leadership Certification.
 - Review criteria for Chapter Certification.

7/8/16

- Informed of concerns regarding Wisconsin AHU’s chapter viability, leadership issues with current leaders and Executive Director’s compensation.
- Reached out to James Stenger, Pat Griffey, Mike Embry, Alycia Riedl, Brooke Willson and Heidi Mathson (CLD Region 4) to identify the scope of the issue.
- Reviewed emails provided by Alycia so I would have a foundation on what was generating the problems within the State Chapter.

7/9/16

- Had a conference call with Alycia to review opportunities to assist with Wisconsin AHU as well as trying to find the root of the problem.



MEDIA RELATIONS

Chair: Dave Cluley

Board Liaison: Rusty Rice

Month: July

Not much to report.

- Regrouping after Convention
- Working to fill regional chair slots in Regions 2 and 4
- Jonathan Jaffe has been suggested as a candidate for Region 2
- Alycia Riedl will give this consideration after she returns from vacation the week of July 18
- Developing budget request for the upcoming year
- Planning for first committee call later this month



PROFESSIONAL DEVELOPMENT

Chair: David C. Smith
Board Liaison: Rusty Rice
Month: July 2016

Committee call is later in July, but initial organization has taken place with four active subcommittees to be set-up and leaders for three have already been identified:

- **Website & Communications** will be headed by Jill Pedersen who will spearhead a review of our existing Professional Development content on the NAHU website to improve usability and update/revise content as necessary. There are already two other longer range plans for this group to focus on a review of our Online Learning Institute and the NAHU careers page. We're also going to see about using different communication tools for Professional Development content.
- **Certifications** will be headed by Susan Rider. This group will primarily coordinate marketing for existing certifications (especially new Benefit Account Manager and Medicare), provide user review of updates to current certifications that are expected for this year (Wellness and CDHC) and focus on developing other certifications such as Leadership Certification proposed by Chapter & Leadership Development.
- **Compliance Corner & Rapid Response** will be headed by Joan Fusco. Besides being a part with the Compliance Corner oversight group under Legislative Council, this group will be driven to deliver timely, useful and understandable information to our members about legislative or regulatory developments. Their content will likely be not only a simplification over some information that is already available, but to dramatically reduce the news-to-user time interval.
- **Programs** does not yet have a chair, but will be primarily focused on providing content to local and state chapters, and to the membership at large. A couple pending pieces we're putting together include Karen Kirkpatrick's program on transitioning to fee-based revenue and a compliance webinar on the application of the new fiduciary rules on Health Savings Accounts (hopefully in partnership with HSA Bank). This group will also be spearheaded the development of an Agency Owner & Manager track of programs.

Professional Development has a good plan for the years ahead since the incoming PDC chairs for the next two years have been active participants in the planning for this year. It's looking to be an exciting year ahead.



HUPAC

Chair: ERIC KOHLSDORF
Board Liaison: MIKE EMBRY
Month: JULY

This report includes a recap of Annual Convention and the July 11th Board meeting.

Annual Convention was a huge success as our members and chapters contributed \$96,734. \$63,000 to our admin budget and \$33,000 to the Candidate Fund. 2015-16 was the most successful year regarding fund raising in HUPAC history eclipsing the 2011-12 year by a few thousand dollars.

As we head into the final few months of the election cycle, it is critical that we continue to raise money. Our primary goal is and will continue to be help NAHU's legislative agenda by becoming a sustaining Million Dollar PAC. This only happens by more pronounced efforts to reach members and discuss the importance of HUPAC in our overall legislative strategy. We need a concentrated effort to work with the Membership Committees and Local and State Presidents to emphasize HUPAC's importance.

On the Board call (7/11), we made a few additions to the Candidate Budget and for the first time that I can remember, we didn't take money away from others candidates to pay for the additional contributions... As well, we are heading into the August recess where Congress will be back home campaigning. The Board will be reaching out to local and state chapters (Presidents and HUPAC/Leg Chairs) to identify candidates that we can deliver "In-District" PAC checks. (Many people don't know that we have a P&P that strives for a 50/50 delivery of money in D.C. / In-District). Attendance to these meetings will be offered to HUPAC Contributors and will be used also as a HUPAC fundraiser (hopefully).

Finally, we've assigned Steve Selinsky to head-up and plan our Capitol Conference 2017 HUPAC Agenda as well as Bill Hepscher to head-up and plan our National Convention 2017 HUPAC efforts. Finally, we've assigned Cathy Cooper to work on an Ad Hock Committee for messaging to reach members that are not giving to HUPAC.

Respectfully submitted,

Eric Kohlsdorf
National HUPAC Chair 2016-17
www.HUPAC.org

National Association of Health Underwriters
BALANCE SHEET
May 31, 2016

| | This Year | Last Year | Variance | % Increase(Decrease) |
|---|--------------|--------------|--------------|-------------------------|
| ASSETS | | | | |
| CURRENT ASSETS | | | | |
| Operating Cash and Cash Equivalents | 409,095.29 | 597,119.61 | (188,024.32) | -31.49% |
| Accounts Receivable, Net | 381,503.54 | 397,206.25 | (15,702.71) | -3.95% |
| Prepaid Expense | 151,130.48 | 120,459.92 | 30,670.56 | 25.46% |
| Note Receivable | 5,000.00 | 5,000.00 | 0.00 | 0.00% |
| Total Current Assets | 946,729.31 | 1,119,785.78 | (173,056.47) | -15.45% |
| SHORT TERM INVESTMENTS, at Fair Value | | | | |
| Operating Investments | 728,320.45 | 1,333,952.75 | (605,632.30) | -45.40% |
| Federal Legislative Defense Fund Investments | 368,142.85 | 419,385.37 | (51,242.52) | -12.22% |
| Total Short Term Investments | 1,096,463.30 | 1,753,338.12 | (656,874.82) | -37.46% |
| LONG TERM INVESTMENTS, at Fair Value | | | | |
| Equity Securities | 1,601,701.87 | 1,374,507.16 | 227,194.71 | 16.53% |
| Total Long Term Investments | 1,601,701.87 | 1,374,507.16 | 227,194.71 | 16.53% |
| PROPERTY AND EQUIPMENT, at Cost | | | | |
| Office Furniture and Equipment | 637,637.01 | 591,869.88 | 45,767.13 | 7.73% |
| Leasehold Improvements | 460,953.93 | 460,953.93 | 0.00 | 0.00% |
| Less: Accumulated Depreciation & Amortization | (755,261.50) | (638,784.63) | (116,476.87) | 18.23% |
| Total Property and Equipment | 343,329.44 | 414,039.18 | (70,709.74) | -17.08% |
| DEPOSITS | 37,161.60 | 37,161.60 | 0.00 | 0.00% |
| TOTAL ASSETS | 4,025,385.52 | 4,698,831.84 | (673,446.32) | -14.33% |
| LIABILITIES AND NET ASSETS | | | | |
| CURRENT LIABILITIES | | | | |
| Accounts Payable and Accrued Expenses | 62,465.01 | 210,070.42 | (147,605.41) | -70.26% |
| State and Local AHU Dues Payable | 198,305.77 | 162,593.83 | 35,711.94 | 21.96% |
| Deferred Revenue - Membership | 2,063,454.72 | 2,181,739.87 | (118,285.15) | -5.42% |
| Deferred Revenue - Conferences | 10,000.00 | 0.00 | 10,000.00 | 0.00% |
| Total Current Liabilities | 2,334,225.50 | 2,554,404.12 | (220,178.62) | -8.62% |
| LONG TERM LIABILITIES | | | | |
| Deferred Rent Obligation | 218,107.04 | 209,002.92 | 9,104.12 | 4.36% |
| Deferred Tenant Allowance | 245,334.22 | 290,626.66 | (45,292.44) | -15.58% |
| Total Long Term Liabilities | 463,441.26 | 499,629.58 | (36,188.32) | -7.24% |
| TOTAL LIABILITIES | 2,797,666.76 | 3,054,033.70 | (256,366.94) | -8.39% |
| NET ASSETS | | | | |
| Net Assets, Beginning of Year | 1,126,968.89 | 1,233,338.28 | (106,369.39) | -8.62% |
| Current Year Activity | 100,749.87 | 411,459.86 | (310,709.99) | -75.51% |
| TOTAL NET ASSETS | 1,227,718.76 | 1,644,798.14 | (417,079.38) | -25.36% |
| TOTAL LIABILITIES AND NET ASSETS | 4,025,385.52 | 4,698,831.84 | (673,446.32) | -14.33% |

**NATIONAL ASSOCIATION OF HEALTH UNDERWRITERS
POLICY & PROCEDURES**

| | |
|--------------------------------|-----------------------------------|
| POLICY TITLE: | Vice Chairs' Integration to Board |
| CLASSIFICATION: | Board |
| POLICY NUMBER: | 03-01-B |
| DEPARTMENT COORDINATOR: | Board of Trustees |
| MOTION: | Rufus Langley |
| DATE APPROVED: | March 10, 2003 |
| APPROVED BY: | Board of Trustees |
| AMENDED: | January 25, 2006 |
| SUNSET DATE: | 2015 |

PURPOSE: To establish a smooth transition from the National Membership ~~& and~~ Legislative Vice Chair position~~(s)~~ to the Chair position~~(s)~~ prior to their taking office in July~~ne~~.

POLICY: The Membership and Legislative Vice Chairs shall participate as non-voting members in all official Board teleconference meetings beginning with the Capitol Conference preceding their ascent to the Chair position. ~~The Membership and Legislative Vice Chairs shall also participate as non-voting members in the Budget Meeting held in the fall of their term as Vice Chair~~

PROCEDURES: ~~If approved by the Finance Committee, T~~he National Membership Vice Chair and the National Legislative Vice Chair shall be in attendance at the face-to-face NAHU Board meetings including the fall Budget Meeting, Capitol Conference and National Convention. These Vice Chairs are also to attend all NAHU Board Conference calls that fall between Capital Conference and National Convention.

Expenses related to their participation in these face~~-to-~~face board meetings shall be reimbursed according to then-current travel policy.

FINANCIAL IMPACT: Up to Normal Budget Meeting, Capital Conference and National Convention travel, ~~two additional nights' lodging, meals reimbursement,~~ and additional teleconference charges will be provided for the National Membership and Legislative Vice Chairs.

Distribution:

1. Board Members: Vice President – Jim Stenger
2. Staff: VP of Leadership Services – Brooke Willson

Recommendations:

Responses:

Action:

|



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NAHU's VISION 2020

Transformative Strategy for the
Future

Transformative Strategy

- Team of Teams
- Cooperation of Entire Board of Trustees
- Executive Committee Driven
 - Monthly Calls (1 week before BoT Call)
- Coordinated with RVPs and National Board-Level Committee Chairs (Membership, Legislation)
- Project Focus is NAHU S.W.O.T. Analysis
- Project Goal: Written VISION 2020 Plan

Transformative Strategy

- S. W. O. T. Project Structure
 - Four Three-member teams
 - EC Member and Two RVPs
 - S = Strength Team
 - W = Weakness Team
 - O = Opportunity Team
 - T = Threat Team

SWOT Team Structure



SWOT Project Process

- Monthly SWOT Team Calls
- Written Progress Reports on Monthly BoT Agenda
 - Not Part of Consent Agenda
- Monthly BoT Interactive Discussion
 - Secretary Keeps Record of Discussions

Project Timetable

- July Call – SWOT Framework and Structure
- August Call – S and W Team Presentations
- September Call – O and T Team Presentations
- October Call – SWOT Critical Analysis
- November Call – SWOT Critical Analysis
- December Call – SWOT Critical Analysis
- January Call – SWOT/Vision 2020 Plan First Draft
- February Call – Vision 2020 Plan Second Draft
- March Call – Final Document
- April Call – HOD Preparation, as needed
- May Call – HOD Leadership Webinar, as needed
- June Call – Adjustments to Plan, if needed

Executive Committee Liaison Assignments

- Embry
 - HUPAC
 - LPRT
 - Governance
 - S Team
- Rice
 - Media
 - RVPs
 - Professional Development
 - W Team
- Griffey
 - Finance
 - Chapter Leadership Development
 - O Team
- Secretary
 - Awards
 - Vanguard Council
 - T Team

Direct BoT Reporting Responsibility

- Board of Trustees Members with Operational Duties (No Liaison Necessary)
 - Legislative Council Chair – Mordo
 - Member Services Chair – Phillips
- All National Committee Chairs Responsibility
 - ☐ Submit a Monthly Call Report for BoT Consent Agenda
 - ☐ Specified Format:
 - ☐ Committee Logo
 - ☐ Date of Call and Attendance Report
 - ☐ Call Notes
 - ☐ Issue Progress – Action Items
 - ☐ Event Planning Report

RVP Dual Responsibilities

- Management Duties
 - Run Region
 - Blue Chip Award Criteria
- Executive Duties
 - Vision 2020 & SWOT Team Participation