

**Minutes**  
**Board of Directors Meeting**  
**National SAM Innovation Project**

**Date:** September 9, 2022

**Time:** 9:00 a.m. Pacific time

**Location:** Four Seasons Resort

**Present:** Mark Shellinger, Executive Director  
Bert Hendee, President  
Paul Katnik, Vice President  
Nathan Roberts, Treasurer  
Dave Sechler, Member  
Shawna Fagbuni, Member  
Carol Lensing, Emeritus Member

**Call to order:** Bert called the meeting to order at 9:00 a.m.

**Quorum:** Five board members were present so a quorum existed

**Reading and Approval of minutes:** The minutes of the last meeting were reviewed- Nathan moved the minutes be approved as read- Paul seconded the motion and all voted to approve the minutes.

**Board Officers discussion:** Bert indicated she was more than happy to step down as board president or stay on: Paul brought the question up about rotating board president- is that something we should look at? Dave moved that we maintain the current set of officers; Nathan seconded the motion- all approved the motion. The officers will continue as they are

**Bylaw annual policy review:** Dave handed out copies for the annual review- the board took a few minutes to review the document. A discussion was held about the document. Paul suggested we look at doing an annual review of the document at our September meeting and then propose any possible changes to be dealt with at the January board meeting. It is a good guiding document. Paul moved that we make no changes at this time but that we review the document again at the next board meeting. Dave seconded the motion- passed unanimously. All board members signed the **Standards of Practice document**- Bert will get Debbie's signature electronically.

**Executive Director's Report:**

- I. Mark began by walking the board through the development of new metrics for SAM teams- lots of work with coaches ahead of the metric discussions with the coaches and their teams; Mark handed out a copy of an online form that was completed by the teams and the coaches- the board first looked at the performance rubric at the implementation level, then the first rubric they completed. A team has to use the 1.0 rubric but has the option of using the second rubric, and some chose to do 2.3; the rubrics are sequential. If you are at 2.0 you have to have completed and be successful at 1.0 level. We've come a long way in this area. Mark walked the board through the End of Year Rubric Assessment- many key questions are built into the rubric assessment, such as "what measures of data support this?". The board then reviewed the data from the Metrics Report and watched some SAM team data and videos that Mark shared. The data can be accessed on the National SAM Innovation website.

- II. Mark reviewed the process for registration for the 16<sup>th</sup> Annual National SAM Conference in Tucson, AZ and briefly reviewed the process for moving to the new TimeTrack- it will be revealed at the upcoming National Conference.
- III. The board broke for lunch at 12:00
- IV. The board meeting resumed at 1:25 p.m.
- V. Mark's business items:

Fiscal report from Mark- latest fiscal report was very good; all coaches now being hired are formal SAM principals/practitioners; 1.4 million dollars in the bank; coaches have 10-20 teams; structures have strong checks & balances; audit will be out in February; one legal issue still remaining- Mark will be testifying sometime in September.

Staffing: remotely primarily- time coaches are with teams is up significantly- Betty Lindauer continues to decrease the amount of time she works; hired Peggy Doctorery to work part time and will have primary responsibility for conference registrations; hired an additional part time techie person (Alex McGrath);

Conference will be larger (123 already registered) probably 300-400 totally; Mark reviewed the speakers for the upcoming conference;- probably five keynote speakers; entertainment- offsite (Old Tucson) on Saturday night; not LA Allstars any longer; should be a great conference;

Marketing- continue to improve our marketing using newest strategies; expenditure of about \$60,000 for half a year; several websites we own now- Samsconnect.com, NationalSAMS.com, SamProcess.com, TimneTrackLogin.com, and TimeTrack.dev;

SAM videos; various- access from website; "SAM on location" videos;

Wallace Foundation: Jody Spiro retiring from the foundation; SAMS would not be around at all if it wasn't for the early on efforts of Jody. Is the board in favor of doing something special for Jody as she makes a transition? The board discussed options- board go to NYC to honor her (Broadway, dinner with the board)? Other ideas?

**NSIP Board Self-Evaluation:** Paul and Dave facilitated and headed up this portion of the meeting; used a protocol from the state of Missouri- Carol Lensing was determined to be the recorder – the purpose was defined as: group is going to work together to create a protocol that we can use going forward; board members individually read the article, "How to Be an Effective Board Member"; each board member shared an item from the article that is most important to them- next the board reviewed the Evaluation session Protocol; after reading and reflecting on the article, each board member individually worked to answer the four questions in the protocol. The board then each shared with the group their answers to the questions and why they saw that as important. The board then evaluate the work of the SAM board using the two reflective questions and then reflected back on the six areas of focus for effective boards. The board determined that two areas we wanted to be our focus for the next year were the following two areas: a). Connection to the SAMs community and b) Process for monitoring and acting on our performance. As we ended this process it was decided that these two areas will be areas of focus for the SAM board for the next year. The process was debriefed and everyone thought it had been effective and helpful. Paul will redo the protocol form to reflect on the board's work from today and get it out to the board members prior to the next board meeting.

**Miscellaneous items:** Paul suggested we look at some type of graphic to incorporate mission and vision more clearly; Paul brought up an item about adding additional board members- do we want to expand the board? Do we have all of the voices on our board that we should have? Discussion followed but no decision was held.

**\*\* Board Members should plan for 1 ½ days for the board meeting in February 2023–  
Wednesday plus half a day on Thursday if the agenda warrants it!**

**Motion to adjourn the executive session 5:05 p.m.—** Paul moved to adjourn and Dave seconded the motion- The meeting was adjourned.