

National Association of Benefits and Health Professionals
Treasure Valley Chapter

Board of Trustees Meeting Minutes

October 19, 2023

Blue Cross of Idaho

2929 W. Navigator Dr., Suite 140, Meridian, Idaho

BOARD MEMBERS PRESENT: Knute Kleven, Kim Pennington, Marcia Benton, Daniel Skelton, Joe Morgan, Stephanie Hartruft, Isaac Skelton, Dawna Moreno, Michelle Taylor, Kelcy Mann and Sebrina Chevalier-Koehler

GUEST PRESENT: None

BOARD MEMBERS EXCUSED: Lisa Wilson, CarrieAnne Kowalczyk, and Alex Kane,

BOARD MEMBERS ABSENT:

Meeting called to order at 1:35 p.m.

Roll call

1. President's Report (Knute Kleven – President Elect)
 - a. Review of Antitrust Statement
 - b. Approval of September 21, 2023 Board Meeting Minutes
Kim Pennington made a motion to approve the September 21, 2023 Board Meeting Minutes. Joe Morgan seconded the motion. Motion passed, unanimous vote.
 - c. NABIP Leadership Roster – Update
Knute will update the Leadership Roster and get it submitted to National.
 - d. NABIP-TV Sponsorships Committee – Updates?
Joe Morgan will re-send the email.
 - e. Education Foundation
No new report at this time.
 - f. October 2023 Membership Meeting
 - Topic: Medicare Carrier Panel – Deep Dive into Things ALL Brokers Should be Aware of
 - Sponsor(s): PacificSource
 - CEs Offered: 1
 - Attendees: 30 (Reviewed Monthly Meeting Report)
 - Knute Kleven announced the following:
Next meeting is Wednesday, November 1 at 8:00 a.m.; Speaker: Your Health Idaho; Sponsor: SelectHealth
2. President-Elect Report (Kim Pennington)
 - a. Health Insurance Awareness Day
Scheduled for Thursday, February 1st at Umpqua Bank in downtown Boise.
No new updates at this time.
3. Chair Reports
 - a. Treasurer's Report / Finance / Budget (Daniel Skelton, Treasurer; Marcia Benton, Co-Chair)
 - Scam Emails – Daniel announced to the board, especially those that are signors on the checking accounts, to please be cautious of any emails that are asking you to process a payment to a new vendor and/or using Zelle, PayPal, or Wire transfer. He received an email recently that looked somewhat convincing and even looked like it was a request from Knute.
 - QuickBooks Update:
Daniel updated the QuickBooks as approved by the Board at the September Board meeting. The yearly fee will be \$360.00 per year.
 - Current Bank Balance - \$26,650.48
 - NABIP accounting error – expecting approximately \$700. Daniel will continue to monitor the bank account for when the money has been received/deposited. He will keep the board posted.
 - 2023-2024 Budget Review and Approval
Marcia presented the 2023-2024 proposed budget to the board.
Kim Pennington made a motion to approve the 2023-2024 Proposed Budget. Daniel Skelton seconded the motion. Motion passed, unanimous vote.

- Percentage retained from charity events?
Marcia Benton made a motion that NABIP-TV will retain 15% of the net profit (minus cash donations) from all charity events. **Kim Pennington** seconded the motion. Motion passed, unanimous vote.
- b. Membership Recruitment and Membership Experience Chair Update (Knut Kleven/Dawna Moreno-Co-Chair)
 - Membership Update
 - Reviewed the following membership reports: Billed Not Paid, New Members, and Lapsed Members.
 - New Member Orientation – Thursday, November 2nd, at 1:00 p.m.
 - Membership Contest – January 2024
 - c. Legislative Update (CarrieAnne Kowalczyk, Legislative Chair and Stephanie Hartruft, Co-Chair)
 - Report on state legislative call - CarrieAnne
New person led the call. Nothing new to report at this time.
 - Medicaid Taskforce - Stephanie
Nothing new to report at this time, have not received any correspondence emails, texts, notifications, etc.
 - d. Professional Development Update (Alex Kane and Kelcy Mann, Prof. Dev. Co-Chairs)
 - Have started the transition from Marcia over to Alex and Kelcy. They are currently doing some of the Professional Development chair trainings. The following are possible topics for upcoming meetings:
PBM – Blue Cross of Idaho Pharmacy Specialist
Echo Idaho – Project Echo
Digital Transformation
Cyber Security
Ethics
Sales/Marketing/Digital/Networking
Sebrina will email over the following documents: survey results from the past few years; monthly meeting sponsorship flyer; past sponsor list.
 - Update on speakers and sponsors:
 - i. November - YHI Deep Dive – Answering some frequently asked questions. Need to submit for CE. Sponsor: SelectHealth.
 - December – Christmas Auction – Sponsor: Regence
 - January – BPA Health – Speaker and Sponsor? TENTATIVE
 - e. Community Service (Michelle Taylor, Community Service Chair; Kim Pennington, Co-Chair)
 - 2023 Charity Golf Scramble – Updates?
Still waiting on several payments to come in.
 - Top Golf Fundraiser Event – 2024?
Kim met with the Sales Coordinator. She will keep the board updated.
 - 2023 Christmas Auction
 - i. Tuesday, December 19th, 2023 – Beside Bardenay
 - ii. Currently 15 basket commitments
 - iii. Sponsors:
Moda – Breakfast Sponsor - \$1,800.
St. Luke’s Health Plan – Auction Frogs Sponsor - \$700.
Allstate Benefits – Coffee Sponsor - \$250.
Regence – Meeting Sponsor - \$250.
 - iv. Theme: Ugly Sweater
 - f. Marketing Recognition Chair (Stephanie Hartruft, Marketing Recog. Chair; Kim Pennington, Co-Chair)
 - Awards Status Updates
 - i. Has first Region 7 Awards Meeting/Call.
 - ii. Stephanie Hartruft will present the following at the November Membership Meeting:
Triple Crown Presentation
How to participate in Operation Shouts

- g. Marketing and Communications Update (Joe Morgan and Lisa Wilson, Co-Chairs)
 - Social Media Releases – Updates/postings to NABIP-TV Facebook page, LinkedIn Program; Twitter (Buffer)
 - Letters to the Editor (5); Op-ed articles – Lisa will be working on these.
 - Status on Social Media Posts (40)
 - Press Releases - Lisa
 - New Board
 - Golf Tournament – ICSH
 - Fall Forum
 - Update NABIP-TV and NABIP-Idaho Websites – meeting dates and upcoming event dates and board positions. This is an ongoing task.
 - Newsletter
 - h. NABIP-PAC/IPAC Chair (Isaac Skelton and Daniel Skelton, NABIP-PAC/IPAC Co-Chairs)
 - \$210.00 was raised at the October Membership Meeting. Sean Taylor was the winner of \$105.00.
 - i. Diversity, Equality & Inclusion (OPEN – Chair)
 - No new report at this time.
5. New Business
 6. Old Business
 7. Adjourn
 - **Kim Pennington** made a motion to adjourn the meeting. **Isaac Skelton** seconded the motion. Discussion. Motion passed, unanimous vote. Meeting adjourned at 2:58 p.m.

Task List

Board Member

- **Knute/Dawna** – Create list and track monthly calls to those on the Billed not paid report.
- **Knute Kleven** – Update NABIP Leadership Roster and submit to National.
- **Joe Morgan/Lisa Wilson** – Work on Press Releases, Newsletters, Letters to the Editor, etc.
- **Alex Kane/Kelcy Mann** – Find speakers and sponsors for the January, February, March, May, June, June and August membership meetings.
- **Marcia Benton** – Medicare Day Committee
- **Joe Morgan**– Update NABIP-Idaho/NABIP-TV websites with meeting dates and upcoming event dates.
- **Joe Morgan** - NABIP-TV Sponsorships Committee
- **Kim Pennington** – Top Golf Charity Event Committee
- **Sebrina Koehler** – update Board Roster to add photos.

Please read and print these minutes and bring to the next board meeting to be held on:

Thursday, November 16, 2023

1:30 p.m. – 3:30 p.m.

ZOOM