

**National Association of Benefits and Health Professionals**  
**Treasure Valley Chapter**  
Board of Trustees Meeting Minutes  
November 16, 2023  
ZOOM

**BOARD MEMBERS PRESENT:** Knute Kleven, Kim Pennington, Marcia Benton, Lisa Wilson, Daniel Skelton, Joe Morgan, Stephanie Hartruft, Isaac Skelton, Dawna Moreno, Alex Kane, Kelcy Mann and Sebrina Chevalier-Koehler

**GUEST PRESENT:** None

**BOARD MEMBERS EXCUSED:** Michelle Taylor and CarrieAnne Kowalczyk.

**BOARD MEMBERS ABSENT:**

Meeting called to order at 1:33 p.m.

Roll call

1. President's Report (Knute Kleven – President Elect)
  - a. Review of Antitrust Statement
  - b. Approval of October 19, 2023 Board Meeting Minutes  
Dawna Moreno made a motion to approve the October 19, 2023 Board Meeting Minutes. Stephanie Hartruft 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?  
Blue Cross of Idaho, what they did in 2023 will do in 2024. Joe Morgan will follow-up via email.
  - e. Education Foundation  
No new report at this time.
  - f. November 2023 Membership Meeting
    - Topic: Your Health Idaho: Deep Dive – Answering Some Frequently Asked Questions
    - Sponsor(s): SelectHealth
    - CEs Offered: 1
    - Attendees: 28 (Reviewed Monthly Meeting Report)
    - Stephanie Hartruft, Membership Recognition Chair, did a brief NABIP website review at the meeting. She also discussed the Triple Crown Award and did a brief tutorial on how to participate in Operation Shouts.
    - Knute Kleven announced the following:  
Next meeting is Tuesday, December 19 at 9:00 a.m.; Christmas Auction. Sponsor(s): Moda, St. Luke's Health Plan, Regence, and Allstate Benefits.
2. President-Elect Report (Kim Pennington)
  - a. Health Insurance Awareness Day  
Scheduled for Thursday, February 1<sup>st</sup> at Umpqua Bank in downtown Boise.  
Marcia, Lisa and Kim will be meeting in a couple of weeks to start planning this event.
3. Chair Reports
  - a. Treasurer's Report / Finance / Budget (Daniel Skelton, Treasurer; Marcia Benton, Co-Chair)
    - Reviewed Profit and Loss Statement for July through October 2024
    - Current bank balance: \$27,314.01
    - StarPay Credit Card Processing Increase:  
Current Rate: \$9.95 monthly fee plus 3.00% + .30 transaction rate + fee  
New Rate (effective 1/1/2024): \$19.95 monthly fee plus 3.25% + .40 transaction rate + fee  
Board discussion to pass the transaction fees onto members. We had previously reached out to StarChapter inquiring if this was an option that could be added to each transaction, they replied with: Unfortunately, we aren't able to pass any transaction fees onto the purchaser as this is against the StarChapter Pay Terms of Use and illegal in a number of states. We recommend raising your prices by a few dollars in order to cover these fees.  
Another suggestion was that we put a web link or QR code in the invitations that go out that direct people to a different payment site where we can either get a lower cost per transaction or have

- the option to charge the transaction fee back to the purchaser. Item was tabled until the December board meeting.
- Annual Meeting Ticket:  
Kim Pennington mentioned that she had received some negative feedback about having to register for the monthly membership meetings if they purchased the annual meeting ticket. Stating that since they prepaid they should automatically be RSVP'd for the meetings. The board discussed and still feels even though there has been a complaint that it helps keep our headcount to the venue more accurate if those annual ticket holders (17) register. Knute will put together an email to be sent out thanking them for their purchase of the annual meeting ticket and explaining why we are asking them to register.
- b. Membership Recruitment and Membership Experience Chair Update (Knute Kleven/Dawna Moreno-Co-Chair)
- Membership Update
  - Reviewed the following membership reports: Billed Not Paid, New Members, and Lapsed Members.
  - Members as of 9/1/23à275
  - Members as of 9/30/23à277
  - Members as of 5/1/2023à 270 Current rankingà# Idaho is currently ranked # 1 in Region 7
  - For the **Recruiter of the Year report**, please see the attached 0823\_recruiter.pdf file through the month of September. Please note callouts for Hilary Swidecki, Kim Pennington, Pedro Rojas are ranked in the top!
- c. Legislative Update (CarrieAnne Kowalczyk, Legislative Chair and Stephanie Hartruft, Co-Chair)
- Report on state legislative call – Nothing new to report at this time.
  - Medicaid Taskforce - Stephanie Nothing new to report at this time.
- d. Professional Development Update (Alex Kane and Kelcy Mann, Prof. Dev. Co-Chairs)
- Update on speakers and sponsors:  
January – Echo Idaho, Meeting Sponsor: St. Luke's Health Plan  
February through July are still TBD
  - Topics that they are currently considering are:  
Medicare Pharmacy Updates/ACA Pharmacy Updates  
Compliance in Insurance Practice  
Community Health Needs Assessment, run by United Way (every three years); results from 2020 and discuss how it's utilized in the communities ongoing
  - Update on CE Submissions:  
Fall Forum:  
Becoming the Quarterback of your Life and Business, Lysa Beltz – Approved  
Using US Government Approved Discrimination 2023/24 – Still Pending – Resubmitted 10/6  
October Membership Meeting:  
Medicare Carrier Panel – Deep Dive into things ALL Brokers should be aware of – Approved  
November Membership Meeting:  
YHI: Deep Dive – Answering Some Frequently Asked Questions – Submitted 11/9
- 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?  
Planning has been tabled until January.
  - 2023 Christmas Auction
    - i. Table clothes - Purchase? Use disposable? 52x114 linens (9) 52x52 (6)  
Dawna will see if she can find some for use. If not, may have to look at renting them.
    - ii. Kim and Michelle will be meeting on Wednesday to start uploading photos, info to Auction Frogs. Goal is to have site live by 12/12/23.
    - iii. Still accepting additional baskets. Knute and Dawna will both do a basket and turn in after Thanksgiving.

- f. Marketing Recognition Chair (Stephanie Hartruft, Marketing Recog. Chair; Kim Pennington, Co-Chair)
    - Awards Status Updates
      - i. Stephanie Hartruft presented a brief NABIP website review at the November membership meeting. She also spoke about the Triple Crown Award and did a brief tutorial on how to participate in Operation Shouts.
      - ii. AWARDS - Display awards on a slideshow at the annual Fall Forum Event, or at monthly meetings.
  - 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 November Membership Meeting. Phaedra Anderson 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
- **Daniel Skelton** made a motion to adjourn the meeting. **Kim Pennington** seconded the motion. Discussion. Motion passed, unanimous vote. Meeting adjourned at 2:31 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.
- **Knute Kleven** – put together an email for Annual Meeting Ticket purchasers regarding meeting registration.
- **Joe Morgan/Lisa Wilson** – Work on Press Releases, Newsletters, Letters to the Editor, etc.
- **Alex Kane/Kelcy Mann** – Find speakers and sponsors for the 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

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

**Thursday, December 21, 2023**

**1:30 p.m. – 3:30 p.m.**

**ZOOM**