

National Association of Benefits and Health Professionals
Treasure Valley Chapter

Board of Trustees Meeting Minutes

June 20, 2024

Blue Cross of Idaho

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

BOARD MEMBERS PRESENT: Knute Kleven, Marcia Benton, Joe Morgan, CarrieAnne Kowalczyk, Stephanie Hartruft, Isaac Skelton, Alex Kane, and Sebrina Chevalier-Koehler

GUEST PRESENT: Maya Moser and Doug Fry – 2024-2025 NABIP-TV Board Members; Matt Lang – NABIP-Northern Idaho Chapter.

BOARD MEMBERS EXCUSED: Lisa Wilson, Daniel Skelton, Dawna Moreno, Michelle Taylor, and Kelcy Mann.

BOARD MEMBERS ABSENT:

Meeting called to order at 1:37 p.m.

Roll call

1. President's Report (Knute Kleven – President)
 - a. Review of Antitrust Statement
 - b. Approval of May 16, 2024 Board Meeting Minutes
Marcia Benton made a motion to approve the May 16, 2024 Board Meeting Minutes. Joe Morgan seconded the motion. Motion passed, unanimous vote.
 - c. Membership Meeting Speaker Gifts
The batteries given out as speaker gifts at the May Membership meeting were bulging. The speaker did announce that there were some batteries that had bulges and to make sure the attendees checked them before they left and if they had a bad one to throw it away and get a different one. Do we need to address this? Decision was that speakers do not usually give out gifts and we will address it if there is a problem in the future.
 - d. Monthly Board Meeting – Agenda Order (rotating each month)
Rotating the order of chair reports during the monthly board meeting. Each chair will be bumped up one notch each month-with the exception of the Treasurer who will continue to be first. We will also leave the HUPAC Chair last as there is just a brief report.
 - e. June 2024 Membership Meeting
 - Topic: Medicare Part D – A Changing Landscape
 - Sponsor(s): The Meridian Lions Club
 - CEs Offered: 1
 - Attendees: 38 (Reviewed Monthly Meeting Report)
 - Knute Kleven announced the following:
Upcoming Meetings: Thursday, July 11th at 11:30 a.m. at St. Luke's Health System and Thursday, August 8th at 11:30 a.m. at PacificSource.
Charity Golf Scramble: Friday, August 2nd, 2024 – Falcon Crest Golf Course
Fall Forum – Thursday, September 5th, 2024 – St. Luke's Health Plan
2. President-Elect Report (Marcia Benton)
 - a. Board Members 2024-2025 - Updates
 - i. Marcia introduced the following new Board Members:
Maya Moser - DEI Chair (in attendance)
Doug Fry – Secretary (in attendance)
Claudia Callahan – Membership Experience Chair
Amity Harrison – NABIP-PAC/IPAC Co-Chair
Kim Pennington – Community Service Co-Chair
Samantha Venable Harjo – DEI Co-Chair
 - b. 2024 Fall Forum
Date: September 5, 2024
Theme: Pirate – All Ships Rise with the Tide
Planning is ongoing regarding speakers, etc. Marcia will send out the current vendor list to the board members. If they can contact at least one vendor. Need vendors and sponsors.

- c. Golf Scramble – Need a minimum of 18 bronze sponsors and 18 teams for this year’s event. If you are reaching out to vendors please include both the Fall Forum and Charity Golf Scramble sponsorships.
 - d. Strategic Planning Meeting
The 2024-2025 Strategic Planning Meeting will be held on Wednesday, July 24th from 11:00 a.m. to 4:00 p.m. at Blue Cross of Idaho. Marcia will reach out to the State Board Members and ask them to attend.
 - e. Regional 7 is August 11th – 13th, 2024 – Coeur d’Alene, Idaho
\$1,000 of reimbursement funds are available from NABIP-TV.
Annette Bechtel is one of the speakers.
This conference does offer chair specific training.
Registration link is not currently working. Will check with Robert about getting that fixed.
3. Chair Reports
- a. Treasurer’s Report / Finance / Budget (Daniel Skelton, Treasurer; Marcia Benton, Co-Chair)
 - Profit and Loss Statement for July through June 20 2024
Current bank balance \$18,000. COBS checks still needs to be finalized and delivered.
 - Reviewed Income from Monthly Membership Meetings
 - b. NABIP-PAC/IPAC Chair (Isaac Skelton and Daniel Skelton, NABIP-PAC/IPAC Co-Chairs)
 - Status of NABIP-PAC/IPAC
\$213.00 was raised at the June Membership Meeting. Charlotte Hildebrandt was the winner of \$107.00.
 - c. 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
 - Golf Tournament – ICSH
 - Fall Forum
 - 2023 Christmas Auction - City Light Donation
 - Update NABIP-TV and NABIP-Idaho Websites – Joe asked Knute to get him a farewell message to post to the website. He also asked Marcia to get him a new President message. All new board members need to send him a headshot for the website. Sebrina will send Joe a new board member list.
 - Newsletter
Can send out the newsletter link to membership and also can post the newsletter link on the website.
 - d. Membership Recognition Chair (Stephanie Hartruff, Marketing Recog. Chair)
 - Awards Status Updates
 - i. Newsletter – Share articles among all chapters. Coordinate through State Chapter. CarrieAnne will assist with this item.
 - ii. Spreadsheet - Each chair will have a sheet showing what they need to do for points, goals, etc. Stephanie can share the spreadsheet with other Idaho chapters.
 - iii. National Convention – Will learn what awards our chapter has won. Chapter Certification. We were certified as Gold again this year!
 - e. Community Service (Michelle Taylor, Community Service Chair; Kim Pennington – Co-Chair)
 - 2024 Top Golf Fundraiser Event – Date for Check Delivery?
Check will be delivered on July 1st at 9:30 a.m. All are invited to attend
There was some brief discussion for next year’s Top Golf event that we make the spaces with couches VIP spaces and they will cost a bit more.
 - 2024 Christmas Auction
Date: Thursday, December 19th, 2024
Charity: City Light
 - i. Tentatively booked with Maddie’s Wine and Whiskey bar in Meridian. I am working out some details with them on food, but they are holding the space for us until we get a contract signed. Working with them on pricing and such, will report back. Also have

- Bardenay tentatively booked for that date, so we have options if Maddie's doesn't work out, but I think Maddie's will be a good one to try for this year. Good parking, good space, etc.
- ii. Do we want to use Auction Frogs again this year? It's \$650; there are some processing fees, etc... Is it worth using or do we want to do it another way? Board decision to continue using Auction Frogs.
 - iii. Discussion to have a few in-person auction items at the event.
- f. Professional Development Update (Alex Kane and Kelcy Mann, Prof. Dev. Co-Chairs)
 - Update on speakers and sponsors:
 - July 11th – 2024 Legislative Update – Speakers: Norm Varin, Wes Trexler and Rep John Vander Woude (will get bios and outline to Sebrina ASAP for CE approval) – Sponsor: PacificSource – Location: St. Luke's.
 - August – PBM Benefit Overview – Speaker(s) – Kimberly Hecht. Sponsor: Regence BlueShield. Location: PacificSource
 - September – Fall Forum
 - October – Pat Kelly, Youth Health Idaho. Sponsor: SelectHealth. Location: St. Luke's Health Plan.
 - November – Medicare OEP. Location: PacificSource
 - g. Legislative Update (CarrieAnne Kowalczyk, Legislative Chair and Stephanie Hartruff, Co-Chair)
 - Report on state legislative call –
 - i. Local chapter chairs are now allowed on State board meeting calls.
 - ii. CarrieAnne is currently working on the Key Contact List. She is reaching out to a couple of individuals to start a relationship.
 - Update on Legislative Committee Involvement
 - h. Membership Recruitment and Membership Experience Chair Update (Knutė Kleven/Dawna Moreno-Co-Chair)
 - Reviewed the following membership reports: Billed Not Paid, New Members, and Lapsed Members.
 - The gain contest starts over in May, so we do not have any new numbers on that yet or the final numbers for the last contest just yet.
 - Next New Member Orientation/Value of Membership Meeting is 7/9/24 at 1 pm. Zoom info is on NABIPTV.org under events, or email Knute for more info.
 - i. Diversity, Equality & Inclusion (OPEN – Chair)
 - No new report at this time.
5. New Business

Knute thanked the board for all of their support during this past year of his presidency.
 6. Old Business
 7. Adjourn
 - **Alex Kane** made a motion to adjourn the meeting. **Joe Morgan** seconded the motion. Discussion. Motion passed, unanimous vote. Meeting adjourned at 2:57 p.m.

Task List

Board Member

- **Knute/Dawna** – Create list and track monthly calls to those on the Billed not paid report.
- **Joe Morgan/Lisa Wilson** – Work on Press Releases, Newsletters, Letters to the Editor, etc.
- **Alex Kane/Kelcy Mann** – Find speakers and sponsors for upcoming membership meetings.
- **Joe Morgan**– Update NABIP-Idaho/NABIP-TV websites with meeting dates and upcoming event dates.
- **Joe Morgan** - NABIP-TV Sponsorships Committee

Please read and print these minutes and bring to the next board meeting to be held on:
Wednesday, July 24, 2023 – Strategic Planning/Leadership Training/Media Training
11:00 a.m. – 4:00 p.m.
Blue Cross of Idaho
2929 W., Navigator Drive, Suite 140, Meridian, Idaho