

**Minutes
National Communication Association
Executive Committee of the Legislative Assembly
Virtual Meeting
October 9, 2024**

Participating in the meeting:

Executive Committee Members: Marnel Niles Goins, President; Jeanetta Sims, First Vice President; Tina Harris, Second Vice President; Walid Afifi, Immediate Past President; Jimmie Manning, Finance Committee Chair/Treasurer; Candice Thomas-Maddox, Finance Committee Director; Kenneth Lachlan, Finance Committee Director; James Cherney, IDEA Council Chair; Laurie Lewis, Mentorship and Leadership Council Chair; John Sloop, Publications Council Chair; Shaunak Sastry, Research Council Chair; Katherine Thweatt, Teaching and Learning Council Chair; Justin Danowski, Interim Executive Director/Secretary (non-voting).

NCA Staff present during business item discussions: Dane S. Claussen, Director of Research, Publications, and Professional Advancement; LaShawn Duckett, Director of Convention and Meetings; Arnyae Neal, Director of Membership and Member Services; Joseph Ritchie, Chief Financial Officer.

1. Call to Order

President Niles Goins called the meeting to order at 3:30 p.m. Eastern.

2. Announcements

Executive Director Danowski provided a National Office Update.

3. Business Items

a. Taylor & Francis /Microsoft Letter to Members

- i. Publications Council Chair Sloop provided an update on the EC letter draft to the membership regarding Taylor & Francis / Microsoft AI. Discussion ensued.
- ii. Sloop will take EC feedback and continue working with the National Office to finalize a letter to members.

b. NCA Affiliate Endorsement

- i. Danowski provided an overview of the affiliate renewal process.
- ii. *A motion was made to endorse the listed associations and forward to the Legislative Assembly for final approval. Seconded. Motion carried 11 yes, 0 no.*

c. NCA Bylaw Change – Legislative Assembly Composition & Proxies

- i. Danowski provided an overview of the proposed bylaws change. Discussion ensued.
- ii. Danowski will work to incorporate EC suggestions and provide an update at an upcoming meeting.

d. Security of the 2024 Convention

- i. Duckett provided a review of security options for the 2024 convention. Discussion ensued. Discussion ensued.
- ii. *A motion was made to approve the proposed security contract for 2024. Seconded. Motion carried 12 yes, 0 no.*

e. Approval of 2025 convention rates

- i. Duckett provided a review of 2025 convention rates. Discussion ensued.

- ii. A motion was made to approve the 2025 convention rates. Seconded. Motion carried. 11 yes, 1 no.
- f. Endorsement of the 2025 budget
 - i. Finance Committee Chair Manning provided an overview of the 2025 proposed budget. Discussion ensued.
 - ii. A motion was made to endorse the proposed 2025 to the Legislative Assembly for final approval. Seconded. Motion carried 10 yes, 0 no, 1 abstain.
- 4. Discussion Items
 - a. Niles Goins reviewed Legislative Assembly agenda items. Discussion ensued.

With no further business, the meeting was adjourned at 4:50 p.m.

Respectfully submitted,
Justin Danowski
Executive Director