

## MEETING AGENDA – REGULAR

The Agenda Items of the Board of Directors are in Open Session in accordance with the ECI By Laws. Items to be discussed are listed on this Agenda and all listed attachments are part and parcel with this Agenda. Items do not have to be taken in the same order as shown on the meeting notice. The ECI Board may take action on any item on this Agenda. Meeting notice is hereby called in accordance with ECI By Laws, Article II, Section 2.6 and Section 2.9.

Meeting Date: **December 5, 2015 at 8:30 a.m. (EST)**

Notice Date: **November 23, 2015**

Meeting Type: **Regular / In-Person**

Location: **Marion, NC**

Call in Information: **877-362-3652 - Pin 10994#**

Called By: **BOD**

Attendees: **Board of Directors**  
**Steve Anderson, Chief Operating Officer**

Notes: **SMA**

<u>Item No.</u>	<u>Topic</u>	<u>Presenter</u>	<u>Time</u>
Item 1:	<b>Role Call and Review of Agenda</b>	RWA	8:30a
Item 2:	<b>Approval of Minutes (September 2015)</b> <ul style="list-style-type: none"> <li>• Action Item – Attachment A</li> </ul>	RWA	8:40a
Item 3:	<b>Review of Email Actions</b> <ul style="list-style-type: none"> <li>• Action Item – Attachment B</li> </ul>	RWA	8:45a
Item 4:	<b>Administration Review</b> <ul style="list-style-type: none"> <li>i. Office</li> <li>ii. Website</li> <li>iii. CMS Status</li> <li>iv. New Server</li> <li>v. Program Status</li> <li>vi. On-Line Classes &amp; Exams</li> </ul>	RWA/SMA	8:55a

Item 5:	<b>Old Business</b>		
i.	IECA – Letter of Response	MG	9:45a
	• No Action Required		
ii.	Policy Reviews and Approvals	RWA	10:15a
	• Action Required		
Item 6:	<b>New Business</b>		
i.	Conferences for 2016	RWA	2:00p
	• Action Required		
ii.	New Presentation Displays	SG/MG	2:30p
	• Action Required		
Item 7:	<b>Schedule for BOD Meeting(s)</b>		3:30p
i.	Financial Review Meeting (Date TBD)		
ii.	Board and Staff Portraits		
Item 8:	<b>Adjournment</b>		3:55p
Social Hour and Christmas Dinner with Staff			4:00p

Attachments:

- Attachment A: February 19-20, 2015 Meeting Minutes
- Attachment B: Board Policy Tracking Sheet thru December 1, 2015
- Attachment C: Policies for Review and Possible Approval
- Attachment D: Financial Summaries - YTD
- Attachment E: Conferences for 2016