



The National Association for the Employment of People who are Blind

**NAEPB Winter CEO Retreat
Board of Directors Meeting**
Westin Canal Place
New Orleans, Louisiana
Thursday, February 4, 2016

(for those dialing into the meeting)
7:30am – 8:30am CST
Dial-in number: 1-877-860-3058
Pass Code: 925356

AGENDA

- | | |
|---|------------------------|
| 1. Call to Order | Steiner |
| 2. Roll Call | Garrett |
| 3. Seating of New Board Members | Garrett / Steiner |
| 4. Voting of Officers | Garrett |
| 5. Minutes for Approval | Garrett |
| 5a. NAEPB Board Meeting Minutes_12_7_15 | |
| 6. Vote for membership Approval | Garrett |
| <i>Southern Tier Association for the Visually Impaired</i> | |
| 7. Treasurer's Report | D'Amico |
| 7a. NAEPB Treasurer's Report, Income Statement & Balance Sheet-period ending 12-31-2015 | |
| 7b. NAEPB Form-990 EZ 2014-2015 | |
| 7c. NAEPB Annual Year-End Financial Statement 9.30.2015 | |
| 8. Consent Calendar Reports | |
| 8a. NAEPB BSC Update (Horton) | |
| 8b. NAEPB PP report - 1-15-16 (Wells) | |
| 8c. NAEPB Operations Report (Stueckrath) | |
| 8d. NAEPB Services Report (Mabry) | |
| 9. 2016 NAEPB Meeting Schedule | Stueckrath |
| 10. 2016 Winter CEO Retreat Review | Steiner/ Monteferrante |
| 11. NIB Update | Lynch |
| 12. Other Business | All |
| 13. Adjournment | Steiner |



The National Association for the Employment of People who are Blind

2016-2017 NAEPB Board of Directors

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The National Association for the Employment of People who are Blind

NAEPB Board of Directors Teleconference

Monday, December 7, 2015

10:30am EST

Approved on 2/4/16

Call to Order

The meeting of the NAEPB Board of Directors was called to order by President Dennis Steiner on Monday, December 7, 2015 at 10:30am EST by NAEPB President Dennis Steiner. Secretary Garrett proceeded with the Board Roll Call, after which he announced that a quorum was reached. The names of Agency CEO’s were also captured and recorded.

NAEPB Board Roll Call

Erika Arbogast	Assistant Vice President, Public Policy
Rudy D’Amico	Treasurer
Ken Fernald	Assistant Vice President, Operations
Robert Garrett	Secretary
Reinhard Mabry	Vice President of Services
David Horton	Vice President, Base Supply Chains
Dennis Steiner	President
Shelly Taylor	Chair of Ethics
Dave Wells	Vice President, Public Policy
Eric Stueckrath	Vice President, Operations
Michael Monteferrante	Vice President, Strategic Planning
Kevin Lynch	Ex-Officio Member, President and CEO, NIB

NIB Staff Members Present

Angela Hartley	Executive Vice President, Chief Program Officer
Steve Brice	Chief Financial Officer
Marie-France Vareilles	Vice President, Products
Rick Webster	Vice President, Public Policy
John Qua	Vice President, Services
Niels Merino Thiebaud	Vice President, Business Development
Carla Williams	NAEPB/NIB Coordinator

Agency Guests Present

Joe Abely	Carroll Center for the Blind
Guy DeRossi	BISM
Mike Gilliam	San Antonio Lighthouse for the Blind
Doug Jones	Dallas Lighthouse for the Blind
John Mitchell	Cincinnati Association for the
Renee Vidrine	Louisiana Association for the Blind
Mike Chew	Mississippi Industries for the Blind
David Huffman	East Texas Lighthouse
Lou Moneymaker	Bosma Enterprises
Mike Jackson	Georgia Industries for the Blind

Approval of Minutes – Bob Garrett, Secretary

Mr. Garrett presented minutes in draft form from the October 13, 2015 Board of Directors meeting at the National Conference and Expo. There were no proposed changes to the content of the minutes; thus Mr. Steiner requested a

motion for approval. Mr. D'Amico made the motion for approval, seconded by Ms. Arbogast. Following a vote, the minutes were approved unanimously.

Treasurer's Report – Rudy D'Amico, Treasurer

Mr. D'Amico reported to the Board the Treasurer's Report, which read as follows: Please see the financial statements ending 9/30/15. The checking account value was \$2,005 and savings account \$193,787. Accounts receivable balance remained at \$3,000. Remaining dues for agencies as listed continue to be collected. Accrued expenses consist of 12 months of accrued accounting fees of \$8,000. Total equity at the end of September 30, 2015 was \$189,293. Total revenue for the year to date was \$30,137, with most income the result of collected dues. There were no expenses paid out in September. The net income to date is \$23,981. A year-end audit will be scheduled within the next month. The audit committee will be meeting sometime between now and the retreat. A motion will be made at the retreat to accept the year end audit. Mr. D'Amico also stated that an audit had to be carried out with Bosma Enterprises for website maintenance. Ms. Taylor made a motion to approve the Treasurer's report; Mr. Garrett seconded. Following a vote, the Treasurer's report was approved unanimously.

Consent Calendar Reports – Dennis Steiner, President

Mr. Steiner introduced the consent calendar, consisting of three reports as follows: 5a. NAEPB Strategic Planning Report (Monteferrante) 5b. NAEPB Operations Report (Stueckrath) and 5c. NAEPB Services Report (Mabry). Mr. Steiner moved approval to accept the consent calendar reports as submitted. The motion was moved by Mr. D'Amico and seconded by Mr. Fernald. After a vote, the Consent Calendar was approved as distributed.

Public Policy Initiatives Update – Dave Wells, VP Public Policy

Mr. Wells asked everyone to mark their calendars for May 24 and 25, 2016, next year's dates for the Public Policy Forum. He stated that he would like early commitments from CEO's pledging to attend the Public Policy Forum. Those that don't sign up will receive phone calls. NIB will continue the Advocates for Leadership program. Mr. Wells recommended that agencies that don't have advocates to look into the program. As the first session of the 114th Congress comes to a close, they are still dealing with passing spending bills. The continuing resolution will expire at midnight on 12/11/15. NIB is concerned about the AbilityOne language in the House version of the Labor HHS appropriations bill. The language refers to directing the fee to the Commission and then funneling it down to NIB. Mr. Lynch provided an update and stated that Rick Webster (NIB's VP, Public Policy) sent out a call to those who contacted their representatives for a status update from the staff. NIB is still concerned as there has been little feedback regarding the status of the language. Mr. Webster added that they were told that the spending bill and negotiations had been wrapped up and they expected the House omnibus spending package to be voted on during the week, but challenges were met from disagreements on tax extenders, different policy riders and other general issues. Each day that the package is not finalized, gives NIB and agencies more time to reach out to members of Congress. NIB is working with McBee to try every possible way to secure a copy of the language before Congress releases it. Mr. Webster asked the eight agencies working directly with key House, Senate appropriators and leadership offices to keep pushing as hard as they can.

Ms. Vidrine (Lighthouse Louisiana) stated that she received a response from Mr. Anderson of Senator Bill Cassidy's (R-LA) office stating that the language had been finalized, but would not be available for 10 days. Mr. Webster stated that the Public Policy team would follow up and find out what was in the language. Mr. Webster stated that draft language to create an Inspector General for the program was leaked a couple of weeks ago. NIB talked with staff from the House of Oversight and Government Reform (OGR) Committee. The OGR stated that they were working on language to introduce. The language does not appear to follow the recommendations of the GAO however in that it may not be a truly independent IG. Mr. Wells added that the proposed language calls for the IG to be appointed by the Chairman of the AbilityOne Commission, instead of being independently appointed.

Mr. Fernald inquired about the status of a new class of Advocates for spring 2016. Mr. Webster stated that there would be a new class prior to the Public Policy Forum, and information would be released early in the New Year. He added that they would ramp up and aggressively grow and expand the program and our congressional footprint. The Public Policy team is working on being able to announce the new class of Advocates before the Public Policy Forum in late May. The team is working on revamping the application. Mr. Steiner asked each Board member to make a commitment to attend the Public Policy Forum. He stated that with ETS, GSA and issues that affect the program, public policy is critical now more than ever before, and it starts with the board. He encouraged agencies that did not have an Advocate to request

one. Mr. Steiner urged all Board members to send commitment emails to Mr. Webster stating that they would attend the Forum.

2016 CEO Retreat Planning Update – Dennis Steiner, President and Michael Monteferrante, VP Strategic Planning

Mr. Steiner stated that the retreat was scheduled to take place in New Orleans during the first week of February. The planning committee decided on a high-level, member only CEO retreat. Mr. Monteferrante stated that the details on the hotel and registration would be sent out. Ron Morey, who has worked with Seattle Lighthouse, will serve as the facilitator. His website is www.profoundresults.com. He comes across as focused, enthusiastic, crisp, and clear and is familiar with the industry, so he should serve as an engaging facilitator, according to Mr. Monteferrante. The Board has shared their perception of the three threats facing the program. The committee will meet later this week to compile all threats and devise the top 3-5 that are representative of the Board's thoughts on the community as a whole. The items compiled will be up for discussion at the CEO retreat. The group will also look at the two-year strategic thrusts document adopted at the last meeting. The document will be open for discussion, suggestions, additions or deletions to the group of CEO's. The plan will be revised and submitted as the two-year strategic thrusts document. The goal is to come up with solutions in terms of action plans that will resolve key threats and issues. Mr. Monteferrante stated that the committee is looking forward to an engaging meeting.

Ms. Hartley added that as a result of the retreat being CEO only, there may be substantial penalties incurred with the hotel if room block and F&B minimums are not met. Mr. Monteferrante asked Ms. Hartley to share the necessary information and the group would add the topic to discussion for the meeting later during the week. Mr. D'Amico offered his assistance in the strategic planning area during the week. Mr. Steiner encouraged full participation from all agency CEO's.

Board Elections Update – Bob Garrett, Secretary

Mr. Garrett thanked everyone for voting and stated that five new directors had been elected. However, a run-off election needed to take place to determine the sixth and final director. The run-off election will take place between Shelly Taylor (LAB) and Dave Wells (West Texas Lighthouse). All of the winners will be announced on Friday, December 11. Ballots will be emailed to the membership at the conclusion of the Board call. Mr. Garrett thanked Mr. Fernald and Ms. Walls for serving as the election officials.

Annual Board Evaluation Results – Shelly Taylor, Chair, Ethics

Ms. Taylor stated that she was waiting for one final evaluation from a Board member. She gave a brief status update on the Board evaluations and will email the full report with complete comments at a later date. The Board scored average to very good in all areas except regularly monitoring and evaluating strategic goals. There were also less than average marks for clear, relevant and realistic strategic planning. From the comments section, what was prevalent was: reestablishing working relationship with commission, and expanding best practices. Ms. Taylor will email completed documents by the end of the week. Mr. Steiner added that as a member agency, it's sometimes difficult to have realistic strategies. Often times it is unrealistic to accomplish things because of a lack of accountability. Public Policy is a place where NAEPB can have an impact, stated Mr. Steiner.

NIB Update - Kevin Lynch, Ex-Officio, NIB, CEO

Mr. Lynch thanked agencies for their assistance with the Hill issue/appropriations language. He stated that it would be a significant change for the AbilityOne program and for the associated agencies if it were to go through. NIB has started to look at the different scenarios. NIB's Public Policy team will speak to McBee (GR Firm) regarding what would happen if the plan is implemented. Mr. Lynch will speak with Marc Riccobono (NFB), ACB and AFB in hopes that they will weigh in stating that it would not be the right thing to do. It is quite concerning if the current language was adopted, so all resources are being exhausted to prevent the language from going through. Mr. Lynch will keep NAEPB informed as details unfold.

Business Conditions – FY 2015 Results

At the time of the meeting, NIB didn't have the final audited signed copy of the FY 2015 numbers, so the results reported were informal. FY15 results were positive. Forecasted to land at \$709 million, which is \$2 million short of the 2011 record. Positive drivers of the revenue were Department of Defense, VA, and commercial dealers, wholesalers and Base Supply Centers. Direct labor hours are up over 6%. Total number of employee's grew by 71 (1.5%) increase over FY14. NIB is looking at the forecast for 2016. Some product lines are running behind FY14. GSA has rolled out the OS3

requisition contract (depot business that has moved over). It has numerous problems involving transaction issues, contractor capabilities and back-end visibility. NIB has had a number of different conversations with Mono Machines, a contracting company operated by two individuals in New York. They bid so low on the contract and are unwilling to use a wholesaler. Drop shipments have created problems. Mr. Beale will send a letter to Mono Machines outlining the drop shipment policy, which must be approved by NIB, SourceAmerica or the producing agency. An issue was raised to GSA, which is that NIB has been designated by the Commission to allocate orders (when a product is manufactured by more than one agency). There is an imbalance of what is taking place and NIB doesn't have visibility until a producing agency raises a concern. Mono Machines has also stated that if agencies do not drop ship, that they would substitute products. This raises a concern that NIB has shared with the Commission.

U.S. AbilityOne Commission Meeting on December 1, 2015

In the meeting with the Commission last week, Mr. Lynch stated that he and Ms. Hartley met with Ms. Ballard, Ms. Zeich and Mr. Timmy Camilo (Commission's General Counsel) spoke about several initiatives to understand priorities. The first topic of discussion was the authorized dealer policy. Ms. Zeich confirmed that the policy was complete, but had to be reviewed by the Commission's legal counsel. The second topic of priority was the process of adding products to the procurement list that are no longer being bought directly by GSA (the issue of sponsorship) and price negotiations for items that are not being bought directly from GSA. Going through price changes this past cycle, the Commission told NIB to go back and negotiate the price changes with GSA.

NIB has shared information before regarding recommendations. Ms. Zeich stated that she would review what was sent. Mr. Lynch will follow up and proceed to set up a meeting set up with Ms. Zeich and Mr. Lineback. The third topic of discussion covered GSA contractor compliance. Mr. Lynch stated that there is a current solicitation for BMO (building, maintenance, operations) out of region 6. There have been numerous discussions with GSA regarding adding the AbilityOne clause to the contract of requirements. Jeff Cosus, region 6 headquarters policy person indicated that they would not include the clause in the requirements, but would reevaluate the situation if the FAR Council were to move forward with the FAR clause. The Commission followed up by sending a letter to the contracting officer clarifying that the clause was in force.

Bids were due and have been extended until December 18. NIB received a letter from FPI (Federal Prison Industries) stating that they are rescinding a 1987 letter of understanding with the AbilityOne program regarding granting waivers. FPI is not allowed to have projects in the category, under the mandatory program. FPI has been producing Army combat uniforms for 12 years or more. The product has exceeded 5% limit, so it is coming off of the mandatory status. FPI has stated that they are changing the way that they are granting waivers. Conditional waivers will be issued. NIB is in the process of drafting a letter for the Commission to send to FPI, stating that they will not seek a waiver when FPI does not add an item to their program.

NIB requested a meeting with the new NIB Board Chair, Jeanne Morin along with Mr. Kesteloot and Ms. Ballard. Last week, Ms. Morin received a call from the Commission's office requesting that there be a meeting with Ms. Kesteloot and Mr. Camilo that would not include Mr. Lynch or Ms. Ballard. Mr. Lynch requested that Ms. Lyons participate in the call, and asked for a list of items for discussion from the Commission.

In response to a question asked by Mr. Mabry, Mr. Lynch stated that direct labor ratios improved significantly and he would get the NAEPB board the numbers on ratios. The number of agencies out of ratio is 5, which is down from 11. Further, he advised that items no longer purchased by GSA were stuck in limbo. Mr. Lynch will continue to ask Ms. Zeich and Mr. Lineback and about the status of price changes.

Other Business

Mr. D'Amico asked all agencies who had not paid dues, to please remit payment for 2015/2016. Mr. Steiner repeated his request that Board members send their Public Policy Forum commitment statements to Rick Webster.

Adjournment

As there were no further issues to be brought before the Board, the meeting was adjourned at 11:40am EST.

NAEPB Treasurer's Report

For the period ending 12/31/2015

Please see the financial statements ending 12/31/15. The checking account value was \$1,527 and savings account \$219,648. Accounts receivable balance was \$5,000; which consisted of 53 agencies paying out of 61. Collection efforts continue.

Accrued expenses consist of 3 months of accrued accounting fees of \$375 and 25 months of accrued web site maintenance fees of \$10,800. Total equity at the end of December was \$226,174.

Total revenue for the year to date was \$30,500, a result of dues and \$40 from interest. Expenses year to date include payment of D&O insurance of \$1,126.

The fiscal year-end financial statements ending September 30, 2015 have been completed. The year-end statements and form 990 were recommended for approval by the Audit Committee that met on January 28, 2016. Copies of these were sent to all Board Members. We will need a motion to accept both the 2015 year-end financial statements and form 990.

Respectfully Submitted
NAEPB Board Meeting 2/4/16
Rudy D'Amico, Treasurer

NAEPB
Balance Sheet
As of December 31, 2015

ASSETS

Current Assets

Cash Checking	1,527
Cash Savings	219,648
Accounts Receivable	5,000
NIB Reimbursement Receivable	0

Total Current Assets 226,174

TOTAL ASSETS 226,174

LIABILITIES & EQUITY

Current Liabilities

Accounts Payable	0
Accrued Expenses	11,175

Total Current Liabilities 11,175

Equity

Opening Equity Balance	189,293
Net Income/ (Loss)	25,707

Total Equity 214,999

TOTAL LIABILITIES & EQUITY 226,174

NAEPB
Income Statement

For the Period Ending December 31, 2015

REVENUE	ACTUAL YTD	BUDGET YTD	VARIANCE	Budget 2015
Investment Income	40	8	31	100
Membership Dues	30,500	30,000	500	30,000
Voluntary Donations	0	0	0	0
TOTAL REVENUE	30,540	30,008	531	30,100
EXPENSES				
Business Expenses	32	0	(32)	0
Accounting Fees	375	375	0	1,500
Website Maintenance	1,300	1,000	(300)	4,000
Postage	0	0	0	0
Supplies	0	0	0	0
Telephone / Communications	0	0	0	0
Awards / Honors	0	125	125	500
Insurance - Liability / D&O	1,126	300	(826)	1,200
Bad Debt Expense	2,000	750	(1,250)	3,000
Miscellaneous Other Costs	0	50	50	200
Officers Expenses	0	1,250	1,250	5,000
Annual Retreat	0	3,750	3,750	15,000
Conference Planning	0	0	0	0
Service Committee	0	1,250	1,250	5,000
Operations Committee	0	1,250	1,250	5,000
BSC Committee	0	1,250	1,250	5,000
Public Policy Committee	0	750	750	3,000
Communications Committee	0	500	500	2,000
G4 Committee	0	0	0	0
Medical Advisory	0	0	0	0
CMS Committee	0	0	0	0
(NIB Reimbursement)	0	0	0	0
Annual Audit Meeting	0	125	125	500
CEO Annual Training	0	125	125	500
Miscellaneous Meetings & Travel	0	1,000	1,000	4,000
NIB Reimbursement	0	(12,500)	(12,500)	(50,000)
	0	0	0	0
TOTAL EXPENSES	4,833	1,350	(3,483)	5,400
SURPLUS (DEFICIT)	25,707	28,658	(2,952)	24,700

Form **990-EZ**

**Short Form
Return of Organization Exempt From Income Tax**
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code
(except private foundations)

OMB No. 1545-0047

2014

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

▶ Do not enter social security numbers on this form as it may be made public.
▶ Information about Form 990-EZ and its instructions is at www.irs.gov/form990.

A For the 2014 calendar year, or tax year beginning 10/01, 2014, and ending 9/30, 2015

B Check if applicable:
 Address change
 Name change
 Initial return
 Final return/terminated
 Amended return
 Application pending

C **NATIONAL ASSOCIATION FOR EMPLOYMENT OF PEOPLE WHO ARE BLIND**
C/O CABVI, 507 KENT STREET
UTICA, NY 13501

D Employer identification number
23-3102065

E Telephone number
315-797-2233

F Group Exemption Number

G Accounting Method: Cash Accrual Other (specify) ▶ MOD CASH

H Check if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

I Website: ▶ WWW.NAEPB.ORG

J Tax-exempt status (check only one) — 501(c)(3) 501(c)(6) (insert no.) 4947(a)(1) or 527

K Form of organization: Corporation Trust Association Other

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ ▶ \$ 30,137.

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)
 Check if the organization used Schedule O to respond to any question in this Part I

		1	2	3	4	5a	5b	5c	6a	6b	6c	6d	7a	7b	7c	8	9	10	11	12	13	14	15	16	17	18	19	20	21
REVENUE		1	2	3	4	5a	5b	5c	6a	6b	6c	6d	7a	7b	7c	8	9	10	11	12	13	14	15	16	17	18	19	20	21
	1	Contributions, gifts, and similar amounts received																											
	2	Program service revenue including government fees and contracts																											
	3	Membership dues and assessments		30,000.																									
	4	Investment income			137.																								
	5a	Gross amount from sale of assets other than inventory				5a																							
	5b	Less: cost or other basis and sales expenses				5b																							
	5c	c Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)						5c																					
	6	Gaming and fundraising events																											
	6a	a Gross income from gaming (attach Schedule G if greater than \$15,000)				6a																							
	6b	b Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)								6b																			
	6c	c Less: direct expenses from gaming and fundraising events								6c																			
	6d	d Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)										6d																	
	7a	7a Gross sales of inventory, less returns and allowances				7a																							
	7b	b Less: cost of goods sold								7b																			
	7c	c Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)											7c																
	8	8 Other revenue (describe in Schedule O)																											
	9	9 Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8															30,137.												
EXPENSES		10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37
	10	10 Grants and similar amounts paid (list in Schedule O)																											
	11	11 Benefits paid to or for members																											
	12	12 Salaries, other compensation, and employee benefits																											
	13	13 Professional fees and other payments to independent contractors			1,030.																								
	14	14 Occupancy, rent, utilities, and maintenance																											
	15	15 Printing, publications, postage, and shipping																											
	16	16 Other expenses (describe in Schedule O)								SEE SCHEDULE O							5,126.												
	17	17 Total expenses. Add lines 10 through 16															6,156.												
	18	18 Excess or (deficit) for the year (Subtract line 17 from line 9)																23,981.											
ASSETS		19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46
	19	19 Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)																165,312.											
	20	20 Other changes in net assets or fund balances (explain in Schedule O)																											
	21	21 Net assets or fund balances at end of year. Combine lines 18 through 20																189,293.											

BAA For Paperwork Reduction Act Notice, see the separate instructions. Form 990-EZ (2014)

Part II Balance Sheets (see the instructions for Part II)

Check if the organization used Schedule O to respond to any question in this Part II.

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments.....	167,812.	195,793.
23 Land and buildings.....		
24 Other assets (describe in Schedule O)..... SEE SCHEDULE O	3,000.	3,000.
25 Total assets.....	170,812.	198,793.
26 Total liabilities (describe in Schedule O)..... SEE SCHEDULE O	5,500.	9,500.
27 Net assets or fund balances (line 27 of column (B) must agree with line 21).....	165,312.	189,293.

Part III Statement of Program Service Accomplishments (see the instructions for Part III)

Check if the organization used Schedule O to respond to any question in this Part III.

What is the organization's primary exempt purpose? SEE SCHEDULE O

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

Expenses
(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

28 REPRESENT AND PROTECT THE COLLECTIVE INTEREST OF ITS MEMBER ORGANIZATIONS TO ENABLE THEM TO STRENGTHEN AND MAXIMIZE OPPORTUNITIES FOR PEOPLE WHO ARE BLIND. (Grants \$) If this amount includes foreign grants, check here. <input type="checkbox"/>	28a
29 (Grants \$) If this amount includes foreign grants, check here. <input type="checkbox"/>	29a
30 (Grants \$) If this amount includes foreign grants, check here. <input type="checkbox"/>	30a
31 Other program services (describe in Schedule O)..... (Grants \$) If this amount includes foreign grants, check here. <input type="checkbox"/>	31a
32 Total program service expenses (add lines 28a through 31a).....	32

Part IV List of Officers, Directors, Trustees, and Key Employees (list each one even if not compensated - see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV.

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC) (If not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
DENNIS STEINER PRESIDENT	5	0.	0.	0.
RUDY D'AMICO TREASURER	5	0.	0.	0.
BOB GARRET SECRETARY	5	0.	0.	0.
ERIKA ARBOGAST ASST VP PUB POL	3	0.	0.	0.
KEN FERNALD MEMBER	3	0.	0.	0.
ERIC STUECKRATH ASST VP - OP'S	3	0.	0.	0.
DAVID HORTON VP SUPPLY CNTR	3	0.	0.	0.
DAVE WELLS ASST VP PUB POL	3	0.	0.	0.
MICHAEL MONTEFERRANTE VP STRAT PLNING	3	0.	0.	0.
REINHARD MABRY VP - SERVICES	3	0.	0.	0.
SHELLY TAYLOR CHAIR OF ETHICS	3	0.	0.	0.
KEVIN LYNCH MEMBER	3	0.	0.	0.

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V) Check if the organization used Schedule O to respond to any question in this Part V.

33 Did the organization engage in any significant activity not previously reported to the IRS?
34 Were any significant changes made to the organizing or governing documents?
35a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities?
35b If 'Yes,' to line 35a, has the organization filed a Form 990-T for the year?
35c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year?
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year?
37a Enter amount of political expenditures, direct or indirect, as described in the instructions.
37b Did the organization file Form 1120-POL for this year?
38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?
38b If 'Yes,' complete Schedule L, Part II and enter the total amount involved.
39 Section 501(c)(7) organizations. Enter:
39a Initiation fees and capital contributions included on line 9.
39b Gross receipts, included on line 9, for public use of club facilities.
40a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under:
40b Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ?
40c Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958.
40d Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization.
40e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction?
41 List the states with which a copy of this return is filed

42a The organization's books are in care of RUDY D'AMICO Telephone no. 315-797-2233
Located at C/O CABVI, 507 KENT STREET UTICA NY ZIP + 4 13501

b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?
See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).
c At any time during the calendar year, did the organization maintain an office outside the U.S.?

43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 -Check here and enter the amount of tax-exempt interest received or accrued during the tax year.

44a Did the organization maintain any donor advised funds during the year?
44b Did the organization operate one or more hospital facilities during the year?
44c Did the organization receive any payments for indoor tanning services during the year?
44d If 'Yes' to line 44c, has the organization filed a Form 720 to report these payments?
45a Did the organization have a controlled entity within the meaning of section 512(b)(13)?
45b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)?

46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If 'Yes,' complete Schedule C, Part I. Yes No
46

Part VI Section 501(c)(3) organizations only

All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI.

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If 'Yes,' complete Schedule C, Part II. Yes No
47

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If 'Yes,' complete Schedule E. 48

49a Did the organization make any transfers to an exempt non-charitable related organization? 49a

b If 'Yes,' was the related organization a section 527 organization? 49b

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter 'None.'

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation

f Total number of other employees paid over \$100,000 ▶

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter 'None.'

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation

d Total number of other independent contractors each receiving over \$100,000. ▶

52 Did the organization complete Schedule A? **Note.** All section 501(c)(3) organizations must attach a completed Schedule A. ▶ Yes No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here
 Signature of officer: RUDY D'AMICO Date: _____
 Type or print name and title: TREASURER

Paid Preparer Use Only
 Print/Type preparer's name: L MICHAEL FITZGERALD Preparer's signature: [Signature] Date: 1/8/16
 Firm's name: FITZGERALD, DEPIETRO & WOJNAS, CPA'S, P.C. Check if self-employed PTIN: P00954037
 Firm's address: 291 GENESEE STREET Firm's EIN: 16-1163912
UTICA, NY 13501 Phone no.: (315) 724-2145

May the IRS discuss this return with the preparer shown above? See instructions. ▶ Yes No

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on Form 990 or 990-EZ or to provide any additional information.
▶ Attach to Form 990 or 990-EZ.
▶ Information about Schedule O (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2014

Open to Public Inspection

Name of the organization **NATIONAL ASSOCIATION FOR EMPLOYMENT OF PEOPLE WHO ARE BLIND**

Employer identification number
23-3102065

**FORM 990-EZ, PART I, LINE 16
OTHER EXPENSES**

INFORMATION TECHNOLOGY.....	\$	4,000.
INSURANCE.....		1,126.
TOTAL	\$	5,126.

**FORM 990-EZ, PART II, LINE 24
OTHER ASSETS**

	<u>BEGINNING</u>	<u>ENDING</u>
ACCOUNTS RECEIVABLE.....	\$ 3,000.	\$ 3,000.
TOTAL	\$ 3,000.	\$ 3,000.

**FORM 990-EZ, PART II, LINE 26
TOTAL LIABILITIES**

	<u>BEGINNING</u>	<u>ENDING</u>
ACCOUNTS PAYABLE AND ACCRUED EXPENSES.....	\$ 5,500.	\$ 9,500.
TOTAL	\$ 5,500.	\$ 9,500.

FORM 990-EZ, PART III - ORGANIZATION'S PRIMARY EXEMPT PURPOSE

TO REPRESENT AND PROTECT THE COLLECTIVE INTEREST OF ITS MEMBER ORGANIZATIONS TO
ENABLE THEM TO STRENGTHEN AND MAXIMIZE OPPORTUNITIES FOR PEOPLE WHO ARE BLIND.

NATIONAL ASSOCIATION FOR EMPLOYMENT
OF PEOPLE WHO ARE BLIND

UTICA, NEW YORK

FINANCIAL STATEMENTS

SEPTEMBER 30, 2015

INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

December 22, 2015

To The Board of Directors
National Association for Employment
of People Who are Blind
Utica, New York

We have compiled the accompanying statements of financial position of National Association for Employment of People Who are Blind (a nonprofit organization) as of September 30, 2015 and 2014, and the related statements of activity for the years then ended. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with U.S. generally accepted accounting principles.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with U.S. generally accepted accounting principles and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures required by U.S. generally accepted accounting principles. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Organization's financial position, changes in net assets, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

FITZGERALD, DEPIETRO & WOJNAS, CPAs, P.C.

STATEMENTS OF FINANCIAL POSITIONSEPTEMBER 30,A S S E T S

	<u>2015</u>	<u>2014</u>
Current Assets:		
Cash	\$ 195,793	\$ 167,812
Accounts Receivable	<u>3,000</u>	<u>3,000</u>
 TOTAL ASSETS	 <u>\$ 198,793</u>	 <u>\$ 170,812</u>

LIABILITIES AND NET ASSETS

Current Liabilities - Accrued Expenses	\$ 9,500	\$ 5,500
 Unrestricted Net Assets	 <u>189,293</u>	 <u>165,312</u>
 TOTAL LIABILITIES AND NET ASSETS	 <u>\$ 198,793</u>	 <u>\$ 170,812</u>

STATEMENTS OF ACTIVITIESFOR THE YEAR ENDED SEPTEMBER 30,

	<u>2015</u>	<u>2014</u>
Support and Revenue:		
Membership Dues	\$ 30,000	\$ 32,000
Interest Income	<u>137</u>	<u>95</u>
Total Support and Revenue	<u>30,137</u>	<u>32,095</u>
Expenses:		
Accounting Fees	1,030	1,550
Awards	-	481
Bad Debt	-	2,000
Insurance	1,126	1,126
Meetings and Conferences	-	12,669
Telephone and Internet	<u>4,000</u>	<u>3,329</u>
Total Expenses	<u>6,156</u>	<u>21,155</u>
Increase in Unrestricted Net Assets	23,981	10,940
Net Assets at Beginning of Year	<u>165,312</u>	<u>154,372</u>
Net Assets at End of Year	<u>\$ 189,293</u>	<u>\$ 165,312</u>

NAEPB BSC Call was held on 1/19/16

- ETS Update
- 4PL Pilot Status
- Air Force/Navy GPC Policy Update
- BSC Business Model Initiative
- AbilityOne 25% Sales Goal Attainment Update
- BSC Blind Labor Update
- Joint Procurement Opportunities



The National Association for the Employment of People who are Blind

Key Issues:

Advocates program

NIB has decided to continue and expand the Advocates program. This can be of great assistance to the agencies in their attempts to connect with the elected officials that serve in their area. The program provides the “tools” that are needed to approach and engage elected officials and because the advocates are blind or visually impaired it makes our message more personal and credible.

Member participation

The communications/public policy committee met at the annual conference and we had a follow on conference call to discuss ways to get more agencies to attend the PP Forum and to engage their elected officials. Erika and I received some good input and we have received a commitment by our members to help us contact each and every NAEPB member.

NIB/NAEPB Public Policy Forum

Mark your calendars -- the Forum is scheduled for May 24 and 25, and the program continues to need everyone’s support. NIB/NAEPB is trying to get early commitments from the agencies; this is important for hotel commitments and budgeting.

1. Linkage between Issues / Strategic Plan

Our relationship with NIB continues to be excellent and we have been working closely to coordinate our efforts. The committee has been proactive in addressing threats for the various aspects of the program.

2. Committee/Subcommittee Activities:

- a. Wins: The grassroots forum proved to be a good opportunity for our members to get elected officials to their agencies.
- b. Challenges: Our biggest challenge is and will continue to be getting more agencies involved in public policy at home at their agencies, continuing to promote the Advocates program, and getting better attendance at the Public Policy Forum. We need to help our members understand that relationships with elected officials are so important and needed well in advance of asking officials for help when they/we need it.



The National Association for the Employment of People who are Blind

Operations Report

Submitted by: Eric Stueckrath

THANK YOU to the sub-committee chairs for their efforts and time to keep the many operational activities and strategies moving forward. They take extraordinary care in leading their respective product categories and the operations committee is in great hands with them at the wheel!

- Stephanie Benedetti; Lighthouse New Orleans representing the Jan/San/MRO Group
- Christopher Kosiorek; Alphapointe representing Medical Advisory Group
- Curtis Eatman; Alabama Industries for the Blind representing the Textile and Apparel Group
- Rich Weigold; IB Milwaukee representing the Writing Instruments Group
- Dan Carson; Winston Salem IFB representing the Office Products Group
- The chair is open for the Military Resale Group and a chair will be named soon

Many thanks to their NIB counterparts for all of the work they do in support of the sub-committees; Shawn Spengler, Ann-Marie Wallace, Amanda Alderson, Tom Black, Kevin Campbell and Paul Diamonti.

We have many overarching priorities that the committees individually give repetitive input toward such as ETS and Alignment to the NAEPB Strategic Plan. We have recently been working on the following specific matters:

1. Pricing: Due to GSA's evolving presence and sourcing initiatives and resulting distribution agreements there is an elevated issue with the way that the AbilityOne program prices products. We have a substantial effort to give input and direction to NIB and ultimately the AbilityOne Commission that helps us properly value the various distribution levels needed for our products to effectively be available to the government end user. Please watch for surveys from NIB that will help us build a foundation for developing a pricing strategy that allows for growth of blind employment through increased sales. Your input will be critical to building successful recommendations.
2. Drop shipping is of interest due to the emergence of FSSI distributors (some virtual, non-stocking) that have been so thinly margined to the government end user. Some of these distributors are asking our NPA's to drop ship and in times below MOQ to government. Some of this discussion ties into the pricing issue and valuing distribution, but has a placeholder due to the MOQ implications and

implementing drop ship charges. Also watch for any emails needing response or commitment to participate in forums for input and determination of action.

3. The sub-committees are working to align as best they can with the strategic plan. There are many operational objectives within the plan. Some of the items require NIB to lead, but the committees provide input and 'consistency in excellence' as you will see in some of the sub-committee detail below.
4. A new workgroup that recently was suggested is a 'Post PL Launch group'. As posted in a recent NIB This Week; Our goal is to collaboratively refine the Post PL process and timeline to enable a fast go-to-market strategy that minimizes potential risk of failed launches due to lack of available product and/or product information.
5. Working to set up another FSSI Industry Day with distributors and NPA's. These are great networking and sales opportunities so watch closely for the developing agendas and dates.

The following are individual reporting to note:

Medical Advisory

- Will be scheduling an early spring meeting to address capability gaps

Office Products

- Early FY16 sales are pointing downward. Only one month in (Oct sales only), but NIB pointed to a sales decrease of just above 30% for office products, writing instruments, and food service.
- One month worth of sales data may be too little to point to a trend, but... the concern is that FSSI is hitting its next gear, and the FSSI dealers are not selling AbilityOne items.

Textile and Apparel

- Spends an inordinate amount of time looking for new commercial opportunities because of the unease that federal opportunities are going to provide for sufficient growth. Attending trade shows such as TexProcess Americas May 3-5 and linking with commercial partners to capitalize on initiatives such as the 'Made in the USA' trend.
- Likely to again re-energize best practices and operational assessments sub-sub-committee work.

Jan-San/MRO

- Hosting a call on January 26th with the following agenda

- Drop Shipping Discussion (Stephanie & Agency Discussion): Establish “consistency in excellence” across all Agencies (BSC’s, SERVICES, OPERATIONS)
- Pricing Strategy Discussion (Stephanie Benedetti): Establish “consistency in excellence” across all Agencies (BSC’s, SERVICES, OPERATIONS)
- General Jan San Sales, FSSI Update, and Industry Day (Jack Glasscock): (Industry Day): Identify opportunities where joint “pooling” approaches will generate member benefits (OPERATIONS, SERVICES)
- Agency New Product Launch Update (ABVI & Lock Out Tag Out Project): Identify new business opportunities and different ways of approaching them
- Learning Point: NIB Incentive Program

Writing Instruments

- Conference in San Antonio 2/22 and 2/23 to implement their marketing plan.
- Sales are down 2% vs. 2014 and blind employment was down as well.

Military Resale

- DOD Budget concerns continue:
 - Language has changed to “Budget Neutrality” by 2018 without diminishing savings and quality.
 - Pressure on the commissary will continue.
 - Reform coming in some format
- NIB’s Public Policy team continues to work with the Hill to reinforce the importance of the commissary program in creating jobs.
 - Grassroots effort is still needed:
 - Contact your senators & congressman
 - www.SaveOurBenefit.org
- 2016 Objectives and Initiatives
 - Exceeding customer expectations
 - Educating military resale customers on the AB1 program.
 - MR Packaging Update
 - Category management
 - Refreshing product assortment
 - Adding items to current categories in keeping with retail trends
 - Evaluating product sales and removing items that are not selling well.
 - Shelf management – plan-o-grams
 - Promotions
 - Develop new categories for growth
 - Develop new channels for growth
 - Store execution



The National Association for the **Employment** of People who are **Blind**

Services Committee Report

Submitted by: Reinhard Mabry

Contract Management Services working group – Shelley Sanders, chair

Two primary contacts within the NIB department, Erica Reed and Kara Penny [CMS IDIQ contract administrator] have left NIB. NIB is in the process of filling the Program Manager position (Reed). Brenda Johnson is the new Contract Administrator for the program. Sites continue to experience significant work stoppage as previous DoD funded Task Orders expired without a new Task Order in hand. The stoppage has extended to nearly four months for one NPA, which is becoming untenable. Task Orders against the new IDIQ contract are needed quickly to protect the jobs of people who are blind and ensure performance requirements are met timely.

Strategic Initiatives working group – Steve Fredwell, chair

This committee selected two agency employees from an extensive list of candidates for the new ProMOTE pilot program located at the Carroll Center in Massachusetts. We are awaiting feedback from this pilot and will begin focusing efforts on identifying and developing relevant tools for bridging the gap between remedial and intermediate skills. This gap has been identified as a substantial limiting factor to many individuals' progression and upward mobility in the service contract business.

Teleservices Working Group – Heather Quigley-Allen, chair

The Teleservices Working Group and Marketing and Branding working group have been combined. Goals and objectives for the new working group have been established, including:

- Strategies for branding and marketing contact center services, both as individual agencies and collectively
- Go-to-market strategies for NIB agencies collectively
- Finding a unified voice and message

A large group meeting will be held in person sometime this spring, likely around the Public Policy Forum.

NIB Services:

FY16:

- Sales through November: \$11.9M
- Completed projects: 5 (1 Teleservices, 3 CMS, 1 SCM); 4 BWYs
- Active Projects pipeline: 22 (8 Admin/Tech, 5 CMS, 7 SCM, 2 Teleservices); 41 BWYs

- Cybersecurity Training pilot: First 3 candidates achieved CompTIA A+ certification. SVCs/BD working multiple project opportunities.
- Continue to expedite cumbersome CMS order process established by DPAP for DoD funded Task Orders with DPAP, WHS, and the MILSVC ordering offices.



The National Association for the **Employment** of People who are Blind

2016 NAEPB Board of Directors and Membership Meeting Schedule

For all Teleconferences, please use:

Dial-In Number: 1-877-860-3058

Participant Passcode: 925356

Board of Directors Meeting (Annual Retreat)	Thursday, February 4, 2016 (8:00am – 9:00am EST) Westin Canal Place (New Orleans, Louisiana)
Board of Directors Meeting (Public Policy Forum)	Tuesday, May 24, 2016 (9:00am – 10:30am EST) <i>(time tentative)</i>
Membership Meeting (Public Policy Forum)	Tuesday, May 24, 2016 (10:45am - 12:00pm EST) <i>(time tentative)</i>
Board of Directors Teleconference	Monday, June 6, 2016 (10:30am – 12:00pm EST)
Board of Directors Teleconference	Monday, August 8, 2016 (10:30am - 12:00pm EST)
Board of Directors Meeting (National Conference and Expo)	September 2016 - TBD
Membership Meeting (National Conference and Expo)	September 2016 - TBD
Board of Directors Teleconference	Monday, December 5, 2016 (10:30am – 12:00pm EST)
2017 Annual Winter CEO Planning Retreat	February 2017 (location, date and time TBD)