

Board of Standards and Policy Development
Conference Call Minutes
23 March 2011

Present:

Claudia Freeman

Tom Burkard – Vice Chairman

Barbara Healy

Mary Willett – Chairman

Jim Caldwell

Elaine Milam

Bill Gustafson

Emilia Westney

Kevin Seibert*

Betty Meredith*

Connie Bowers*

Not present:

Cathie Eitelberg

*denotes non-BOS members

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Call to order: 10:03 am CST

Minutes from 2 December 2010 call were approved as printed. Tom Burkard moved, Jim Caldwell 2<sup>nd</sup>, passed

A link to the BOS conference call minutes will be posted on the InFRE website.

Kevin reported Jim Caldwell, Cathie Eitelberg and Elaine Milam were approved for a 2<sup>nd</sup> term.

Discussion followed about how to add new to people to the Board of Standards (BOS) and how to get on the chairman track. It was suggested one way could be to post on the InFRE website a request for CRC certificants to volunteer to sit on the individual committees. Then possibly move up to the BOS. Tom Burkard said it might need to be a prerequisite to be on a committee before moving up to the BOS or getting a letter of recommendation from a current BOS member instead of sitting on a committee to get on the BOS. Mary Willett stated a policy needs to be drawn up and brought back to the BOS for approval, the taken to the Board of Governors (BOG) to be voted on.

Mary Willett reported she has been rewriting the curriculum for the Certified Retirement Administrator (CRA) courses. The focus has been on the public sector.

Betty Meredith went over the 2010 Statement of Certificants. She asked for volunteers to review the new CRC brochure. Elaine Milam and Jim Caldwell said they would do it. Betty Meredith said she would send the "Project Retire Career Guide" to the BOS for review. She asked for feedback from the BOS.

Betty Meredith then started discussion about the individual committees as listed on the agenda. She suggested each committee have their own calls together 3-4 times a year. Mary Willett said each committee needs to have an initial call with Betty Meredith and Kevin Seibert to understand the role of that committee. Betty Meredith stated Karen Millar would be the project manager for all committees.

Betty Meredith informed the BOS about the Government Accountability Office (GAO) study. She proposed it be posted on the InFRE website how the CRC complies with the GAO guidelines. Betty Meredith also mentioned the SEC Standard of Care report and how the CRC was created properly. She said there are no SEC actions right now, but the BOS would be made aware if the SEC made changes that would affect the CRC.

Tom Burkhard made a motion to adjourn, Jim Caldwell 2<sup>nd</sup>, passed.

Adjourn: 11:03am CST