

Board of Standards and Policy Development
Conference Call Meeting Minutes
January 14, 2019

Present:

Justin Price
Curt Morrow - Chairman
Donna Richards – Co-Chairman
Sherry Keagan
Ray Kirk

Not Present:

Lance Palmer
Leigh Donohue
Ron Nichols

Kevin Seibert*

Kirsten Smith*

*denotes non-BOS members

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**Called to order:** 2:08pm CT by Curt

**Review and Approve Minutes:**

Curt requested a review of the minutes from the October 2018 meeting. No changes recommended. Curt called for a motion to approve minutes, Donna motioned to approve minutes, Justin seconded, motion passed unanimously.

**Recurring/Old business:**

CRC Status Report

1. There were 228 New CRC registrations in 2018. This is less than projected and Kevin attributes results to other training priorities related to the financial services industry making changes to align with our new fiduciary world
2. There are over 2,000 active certificants and renewal rates continue to average 90%.
3. There were 110 exam administrations for 2018. Exam scheduling has also been lower than average this year and this can again be attributed to the same aforementioned reason.

**Updates on BOS and general InFRE activities**

1. CRC Practice Analysis Update: The 2018 CRC Practice Analysis was completed in December and the resulting content outline was sent to all BOS members for review prior to the meeting. Kevin asked if there were any questions or comments in regard to the content outline. He also mentioned that both Donna and Leigh served on the Practice Analysis Task Force and were very much involved in the study. Donna indicated that she thought the entire task force took their responsibility seriously throughout the seven-month process and is pleased with the result. Curt called for a motion to approve the 2018 CRC content online, Sherry motioned to approve the CRC content outline, Ray seconded, motion passed unanimously.
2. Kevin has reviewed our current policy and procedure manual and has made several recommended changes that primarily clarify current policy. Kevin reviewed each

recommendation with the board. After some discussion, Curt called for a motion to approve the modified CRC Program Policy and Procedure Document as presented, Donna motioned to approve, Sherry seconded, motion passed unanimously.

3. During the next several months we will be updating the CRC exam form to be first administered in April and we will also be working on our NCCA accreditation application due the end of April. Both projects require a considerable amount of time and we will be requesting help from the BOS and other volunteer groups as needed.

**New business:**

1. Ron Nichols and Lance Palmer will be coming off the board. To show appreciation, they will receive a plaque from InFRE.
2. Kenneth White has been nominated to finish Lance's term on the board. Other nominated board members are, John Barker and Kathryn Berkenpas. All three nominees have served on one or more volunteer committees within the past year and their volunteer applications were submitted to the BOS for review prior to the meeting. After asking for any discussion, Curt called for a motion to approve Kenneth, John and Kathryn as new Board of Standards members, Ray motioned to approve, Sherry seconded, motion passed unanimously.
3. Justin Price and Leigh Donahue have agreed to serve a second term on the BOS. After asking for any discussion, Curt called for a motion to approve Justin and Leigh as board members for second terms. Donna motioned to approve, Sherry seconded, motion passed unanimously.
4. As the current Co-chair, Donna Richards was nominated to become the new Chairperson and Sherry Keegan, was nominated to be the new Co-chair. After asking for any discussion, Curt called for a motion to approve Donna and Sherry to their leadership positions as nominated. Ray motioned to approve, Justin seconded, motion passed unanimously.

The BOS thanks Ron and Lance for their extraordinary service to the board and congratulates Donna and Sherry for assuming their new leadership positions. Kenneth, John and Kathryn will be officially introduced to the BOS during our next meeting in March.

**Date of next scheduled call:**

Kevin would like to have a call in March. A Doodle invite for scheduling will go out in early February.

**Adjourned Meeting:**

Curt called for a motion to adjourn the meeting. Ray made the motion, Sherry seconded, motion passed unanimously.

Adjourned: 3:05 pm CST