



**International ACAC Executive Board Meeting
Wednesday, November 8, 2023
MINUTES APPROVED**

1. **Meeting called to order by President Michelle Chow-Liu at 8:34 AM ET.**
2. Absent from meeting: Marco Dinovelli. All other Executive Board members were present, constituting a quorum.
3. **Motion:** To approve the [September 18, 19, & 20 Meeting Minutes](#). **Motion Passed.**
4. HQ Salary Discussion (HQ to excuse themselves).
5. **Motions:** by Vice President for Membership Kate McKeen and Co-Vice President for Membership Kim Tulloch Wynn.
 - a. **Motion 1:** Commissioned Based Agents Survey. **Motion Tabled.**
 - i. Survey sent to all current members, asking how they feel about a new membership category for fee-based agents.
 - ii. **Motion to Table** this Motion, in order to account for all friendly amendments.
 - b. **Discussion:** Membership Fees and Restructuring.
6. **Motion:** by Vice President for Communications Luke Devlin. **Motion Passed.**
 - a. **Hiring of a Creative Project Intern**
 - b. Intern would sit under HQ team and would serve every committee.
 - c. Discussion: what would the workload include and, if hiring an international student, how to structure the position to work within the requirements of their student visa.
7. **Discussion:** Opportunity Grants Policies by Representative Christina McDade.
 - a. Brainstorm around how to provide information about the application process and what constitutes a successful application. Goal is to ensure that members have the information they need in order to fully communicate their ideas in the necessary format.
8. **Discussion:** Regional Institutes in the Americas, first half of 2024.
 - a. Conflicts require this RI to be rescheduled.
9. Annual Conference Updates by President-Elect Wilson Lee.
 - a. Conference Update #1 tomorrow - please promote the volunteer application!
10. Any Other Business
 - a. Scholar Nominations and Applications Update by Vice President for Inclusion, Access, and Success Joyce Agyare.
 - i. Scholar Nomination deadline has moved to Nov 15.
11. **President Michelle Chow-Liu adjourned the meeting at 10:35 AM ET.**

*Respectfully submitted,
Jessica Bishop
Administrative Coordinator
November 9, 2023*