



## International ACAC Executive Board Meeting Wednesday, November 5, 2025

### MINUTES APPROVED

1. **Meeting called to order by President Liam McCartney at 9:02 AM Eastern Time.**
2. Absent from meeting: Sonia Soni. All other Executive Board members were present, constituting a quorum.
3. **Motion:** To approve the [September 15-17 Board Meeting Minutes](#) from the board retreat ahead of the NACAC annual conference. **Motion Passed.**
4. **Motion:** by Vice President for Global Affairs Péter Árvai. **Motion Passed.**
  - a. Motion to appoint Kaleena Carter at Dwight School Seoul as Regional Representative for Region 2.
  - b. This term will expire in July 2026. The full three-year term position will be open for election during the March election process.
5. **Motion:** by Vice President for Global Affairs Péter Árvai. **Motion Passed.**
  - a. Motion to appoint Chris Payne at Collingwood School, Vancouver as Regional Representative for Region 8.
  - b. This term will expire in July 2026. The full three-year term position will be open for election during the March election process.
6. **Motion:** by Vice President for Membership & Data Kim Tulloch Wynn and Vice President for Member Engagement Craig Brown. **Motion Passed.**
  - a. Motion to appoint new members to either membership committee.
7. **Motion:** by Vice President for Membership & Data Kim Tulloch Wynn. **Motion Passed.**
  - a. [Motion](#) to update the Policies & Procedures to correctly reflect the Membership and Data Committee instead of the Membership Committee.
8. **Motion:** by Vice President for Membership & Data Kim Tulloch Wynn. **Motion Passed.**
  - a. [Motion](#) to update the Policies & Procedures to correctly reflect the Membership and Data Committee and/or the Member Engagement Committee instead of the Membership Committee.
9. **Motion:** by Vice President for Membership & Data Kim Tulloch Wynn. **Motion Passed.**
  - a. [Motion](#) to update the Community Based Organization membership category to eliminate the Primary and Additional sub-categories.
10. **Motion:** by Vice President for Member Engagement Craig Brown. **Motion Passed.**
  - a. [Motion](#) to update the Policies & Procedures to move the responsibility of Gathering Grants from the Global Affairs Committee/Vice President for Global Affairs to the Member Engagement Committee/Vice President for Member Engagement.
11. **Motion:** by Vice President for Professional Development Marsha Oshima. **Motion Passed.**
  - a. [Motion](#) to update the Policies & Procedures to add a Webinar Chair and Webinar Subcommittee under the Professional Development Committee.
12. **Motion:** by Vice President for Professional Development Marsha Oshima. **Motion Passed.**
  - a. [Motion](#) to appoint Tiffany Goulet as the Webinar Subcommittee Chair.
  - b. **Friendly amendment** for the term to be from November 2025 through July 2029.  
**Friendly amendment accepted.**
    - Language now says "as of November 2025 for a term of 3 years" (it previously stated January 2026).

- c. **Friendly amendment** for the language of the amendment to specify the term end dates. The new motion language reads "I motion that Tiffany Goulet be named Webinar Subcommittee Chair as of November 2025 for a term that will end in July 2029." **Friendly amendment accepted.**
  - Discussion about this timeline.
- 13. **Motion:** by Vice President for Membership & Data Kim Tulloch Wynn. **Motion Passed.**
  - a. Motion to appoint two members, Brian Bailey and Natalie Smith, as Co-Chairs of the Vetting Subcommittee, under the Membership & Data Committee.
- 14. **Motion:** by Immediate Past President Wilson Lee. **Motion Passed.**
  - a. Motion to update the Policies & Procedures formatting to make clear that the Regional Council is not under the Executive Board.
- 15. **Motion:** by Immediate Past President Wilson Lee. **Motion Passed.**
  - a. Motion to update the Policies & Procedures to include information about the Regional Council election process.
- 16. **Motion:** by Immediate Past President Wilson Lee. **Motion Passed.**
  - a. Motion to appoint Danika Pierce to the GNC as the Regional Representative.
  - b. This position on the GNC is a requirement within our governing documents, according to the bylaw update that added the Regional Council.
- 17. **Discussion** led by Vice President for Membership & Data Kim Tulloch Wynn about membership application review prior to Regional Institutes.
- 18. Any Other Business
  - a. Celebration of Luke on his upcoming wedding.
  - b. Reminder for Sponsorship Chair application, Board Service Interest Form, and NACAC reimbursement deadline.
- 19. **President Liam McCartney adjourned the meeting at 10:43 AM Eastern Time.**

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*Respectfully submitted,  
Jessica Bishop  
Program Manager  
December 4, 2025*