

Date: September 18, 2012

Subject: Board of Directors Teleconference

Attendees: Christa Hay, Verne LaClair (started running meeting at 3:00), Dale Morris (in 2:42), Dorothy Nash, Bruce Oswald (out 3:00), Julie Tolar

Guests: Joe Jones (in 2:24), Rich Quodomine (out 3:00), Carol Zollweg

Meeting Objective: Discuss Items requiring Board Action: Nominating committee, Annual Meeting, Conference Negotiations, and Committee progress reports

Minutes:

The teleconference meeting began at 2:05 pm

Previous Meeting Reports

A motion was made by Christa to approve minutes for the July Board of Directors meeting. Motion was seconded by Verne. Motion carried unanimously. A motion was made by Christa to approve minutes as corrected for the August Board of Directors meeting. Motion was seconded by Verne. Motion carried unanimously. The group reviewed the Action Items from the July and August meeting minutes.

Treasurer's Report

The Treasurers report dated September 18, 2012 was discussed next. Christa stated that the current balance is \$9,821.16. Recent expenses included a \$99 (monthly) fee for WebEx and \$1,135.56 for Summit expenses. We have had \$377.48 in income from membership dues. The estimated year-end balance after all anticipated expenses is \$8,166.70.

Christa asked if the Board wants to cancel the WebEx account. The next professional development training won't be held until January, so the Board decided that we should cancel the WebEx after the September training and re-start it before the January training session.

A motion was made by Julie to approve the treasurer's report. Motion was seconded by Verne. Motion carried unanimously.

Nominating Committee

Bruce will automatically become the Past President. The President and President Elect will then be directly elected. Lastly, any vacant At-Large Board position will be filled. The Board discussed whether we would need to have two ballots, one to elect the President and Past President and a subsequent one to elect the At-Large members. It was decided we would use only one ballot, noting that if an At-Large vacancy is created during the filling of the President or

President Elect positions, the At-Large candidate with the next-highest numbers of votes will fill the vacant At-Large position.

Rich agreed to set up the ballot and send it to Verne. Verne will revise his call for nominations.

Annual Meeting

Bruce will work on an invitation/announcement for the meeting to distribute to members. Christa will verify that we have the meeting room. The meeting will be 4:00 – 5:30 PM on Tuesday, October 23rd. The Board decided that we will give a free drink ticket (for the reception) to anyone that attends the meeting.

Bruce wants to do all the election voting electronically and just announce the results at the meeting. The Board agreed that this was a good idea.

In regard to the agenda, Bruce will report on what we've done the past year. We will ask the attendees to introduce themselves and let us know what they would like us to focus on in the coming year.

Bruce stated that we need to have at least 30 members present to have a quorum. Verne suggested that we send a directed email to everyone registered for the reception reminding them to attend the Annual meeting.

2013 Conference Negotiations

Bruce stated that he had informed Cindy Delany that the Association would not be able to afford her suggested schedule of payments. The Association's proposal is that we pay \$2,000.00 up front and then make monthly payments, with a stipulation that we must clear a certain amount of money (profit) in order to pay her full amount. We are waiting for Cindy's response.

Summit

There are currently 5 of the 6 speakers set. The Summit Committee is waiting for confirmation on the 6th. Registration is currently on the low side, so the Committee will be working to increase that over the next few weeks.

Carol requested more announcements for the Summit (or anything else!) for the website.

Legislation

Bruce and Joe stated that they are currently prepping for a meeting. They are trying to set up a meeting with the Education Department to address the Association's concern regarding the legislation. They will keep us posted on any new developments.

Membership Progress

There was no report from Emmanuelle since she wasn't on the call. Carol stated that we currently have 311 members.

A motion was made by Christa to adjourn the meeting. Motion was seconded by Dale. Motion carried unanimously.

The meeting was adjourned at 3:07 pm.

ACTION ITEM LIST (*new)

1. Bruce to update the Responsibility Matrix. – *In Progress*
2. Verne to send out meeting report notes from Annual Meeting. – *In Progress*
3. Ben will get information on sponsorship and branding to the Board. – *Not Done*
4. Amy to get information for the K-12 initiative to Carol for the website. – *In Progress*
5. Carol to go live with the new web page highlighting the K-12 initiative. – *Not Done*
6. Dale will find three additional members for the Audit Committee. – *In Progress*
7. Carol will identify GISPs on the membership list on the web site. – *In Progress*
8. Carol will launch “App Store” page. – *In Progress*
9. *Christa will cancel WebEx after the September professional development training session.
10. *Rich will create an election ballot.
11. *Bruce will work on an invitation/announcement for the Annual meeting to distribute to members.