

MAACCE Executive Council Meeting

Friday, January 22, 2010

1:00-4:00 p.m.

Tan-Tar-A Lake of the Ozarks

A meeting of the MAACCE Executive Council held at Tan-Tar-A, Lake of the Ozarks, MO, January 22, 2010. The meeting convened at 1:00 p.m., president, Jimmy Reed presiding and Lynn Voss, secretary.

Members in attendance:

Lynn Voss

Becky Walstrom

Theresa Noellsch

Stacey Blodgett

Tina Bueneman

Jamy Preul

Jimmy Reed

John Stains

Rhonda Jones

Sandra Eckert-Stewart

Gina Ganahl

Sandy Gummersheimer

Sheryl Ferguson

1) ***Welcome & Introductions***

2) ***Call for Agenda Items:*** Nothing new

3) ***Secretary's Report:*** ***Lynn Voss-*** I have the minutes for the last meeting and everyone should have all treasury reports from Stephanie Tolen, Becky's AAACE Report and the agenda for

today's meeting has been distributed. We need to approve last September 2009 minutes from the MAACCE Executive Council Meeting. I emailed the minutes to everyone in December 2009. 1st & 2nd nomination to approve minutes from the last Executive Council Meeting. All in favor to approve minutes and none opposed.

4) **Treasurer's Report:** *Stephanie Tolen (not present)- Six Treasurer Documents distributed:*

- a. *Memo from Stephanie to MAACCE Board Members regarding Treasurer Report for January 21, 2010*
- b. *Treasurer Report for September 18, 2009*
- c. *Treasurer Report for January 21, 2010*
- d. *MAACCE Board- 2009 Conference Report*
- e. *MAACCE/MVAEA 2009 Conference Report*
- f. *Money Owed for 2009 Conference*

Jimmy went over reports. Any questions or comments on reports from Stephanie distributed to everyone? We printed off all files that Stephanie sent and everyone as copies. \$3,500 discrepancy/outstanding debt several board members had questions about. We contacted Stephanie Tolen on the telephone to ask her this question and others.

This \$3,500 is a general expense difference between treasury reports. Some additional conference expenses came through and also some participants from the last conference have not paid.

Gina Ganahl- publicity/newsletters included on conference expenses. Why is this the case? Gina thought these should not be considered as "conference expenses." Stephanie said this could be corrected.

Sandra Eckert-Stewart- should category expenses go under conference expenses? These expenses may not be able to be broken out of the conference expenses.

Motion to approve the treasurer's report. Seconded. All in favor and none opposed. Motion carries.

5) **Old Business:**

- a. *Scheduling Location of Planning & Board Meetings-* Scheduling them together on the same day. Does anyone object to this? Date of the meeting is April 30th. Becky will not be able to attend this meeting though.
- b. *Category Allowance-* One issue from last meeting was the use of category funds as a means of reimbursing board members for travel to & from MAACCE meetings. Jimmy is leaving it to the board for discussion.

Sandra Eckert-Stewart- Felt that category funds should not be utilized for this purpose.

John Stains- Agreed that the membership would object to the use of category funds in this way- not a good perception that board members are eligible for something that they aren't. Should be a category decision though if they choose to reimburse something, they can. It has happened before.

Gina Ganahl- Agreed. Believes this set a costly precedent that in the future every board member will expect it and might bankrupt MAACCEE if this occurred.

Was this brought-up as a “category allowance” issue as of the last board meeting? Yes, it was.

Becky Walstrom- shouldn't we leave it up to each of the categories to decide?

What does it say in the MAACCE constitution or by-laws? Jimmy said that neither said that you “could not” so it left it up to the board. Should something be revised in the constitution or by-laws.

John Stains- thought it was in the by-laws so it would be “changeable.” Let's look at the constitution & by-laws. We checked the MAACCE web site to determine this.

Determined Article 3, Section 5 of By-Laws- says that “expenses for liaisons or alternates attending conferences or board meeting may be reimbursed by submitting receipts up to a total of \$1,000/year,” paid by MAACCE.

Also, “Each category has \$1,000/year to use as the members see fit to further the growth of, informational resource for, or promoting each respective category.” That's very vague. If the categories choose to use the funds for reimbursement, that is their choice. The vote of how to use the \$1,000 needs to occur at the category meeting at the conference. Per Sandy Eckert-Stewart, for higher education, last year the \$1,000 was used for two speakers and the remainder for the reception at the business meeting. What is the purpose for category meetings? There are no guidelines.

Do we need to insert language in the by-laws or leave “as is?” The board may need not to address this. ***The by-laws covers this issue. If the category wants to use the money to reimburse board members for travel, that's their choice, not the boards.***

6) *New Business:*

- a. *MAACCE Planning Committee Update: Jamy Pruel*- Theme is “Mystery MAACCE.” Ideas for “whodunits,” decorations & entertainment, the save the date postcards ready to be sent out the first of February. “Early bird” registration deadline is May 1st. Call for proposals will go out in February. Trying to focus on drawing in more members- last year' conference we had a total of 202 registrations and 24 were MVAEA members so remaining were MAACCE members so we are looking to increase the MAACCE members.

- b. *Budget Proposal for This Year's Conference (for approval by Board)*- MAACCE Conference Budget Proposal distributed to everyone- these estimates can be adjusted. Meals will be close to \$90/person. Gina indicated that estimated revenue needs to be included in the budget. Jamie thought we will make some money on vendors this year. Jamy wanted to set the “early bird” price at \$175.00. Jamy really wants to increase membership with this low “early bird”

price. Hotel rate will be reduced this year from last year- guest room will be \$108.00. Gina Ganahl was concerned about the “early bird” price and agreed to assist Jamy with budget to determine this.

We don't really have a budget to vote on today. In the future, the budget really needs to be approved by September for the following year's conference. Neither Jimmy nor Gina have chaired a regular MAACCE Conference so determining guidelines for a timeline to get everything done is not available for Jamy to use this year. Gina indicated that it would be nice to have an executive director, paid a small yearly stipend, who will have all of the conference information available to provide these kinds of guidelines.

c. *Aceware for Online Registration*- we don't use that any longer.

7) **Committee Reports:**

- a. *Historian- Tina Liston*- Intends to make a drop at the archives soon. Members can ask to see the MAACCE information at the archives at anytime.
- b. *Legislative- Tom Haggerty*- (not here)
- c. *Membership- Theresa Noellsch*- Drawing people to the conference is the best way to increase membership and the planning committee had been talking about that all morning and the previous day. Hopes that to get a MAACCE Facebook group going soon.
- d. *Publicity Public Relations- John Stains*

Request was made to the board that the newsletter become entirely electronic. This will save the organization money on printing mailing costs. Board approved this request and the next newsletter will be in February.

The web site continues to be the portal of information for the organization. Updates will be placed on the web site as needed with a big push to register for the conference.

8) **Category Reports:**

- a. *AEL Administrators- Dianne Schroeder* (not here)- *AEL Director's Report Attached*
- b. *AEL Teachers- Angie Gielow* (not here)
- c. *Community Education- Sheryl Ferguson & Stacey Blodgett*
- d. *Higher Education- Sandy Gummersheimer- Higher Education Board Report Attached*

9) Affiliate Reports

- a. AAACE- Becky Walstrom- *AAACE Report Attached*
- b. COABE- Lorene James (not here)
- c. MVAEA- Rhonda Jones- *MVAEA Report Attached*
- d. NCEA- Mike Seppi (not here)- *NCEA Report Attached*