

MAACCE Executive Council Meeting

Friday September 16, 2011

Tan-Tar-A, Lake of the Ozarks

A meeting of the MAACCE Executive Council held at Tan-Tar-A in Lake of the Ozarks, MO, September 16, 2011. The meeting convened at 9:00 a.m., President, Stephanie presiding and Juli DeNisco, Secretary.

Members in attendance:

Theresa Noellsch Baker

Tim Fowler

Dr. John Henschke

Jeannie Gilbert

Cheryle Martin

Mary Reed

Dana Thorp-Patterson

Jamy Preul

Amy Whittaker

**Secretary Report:** The secretary report from the June 24, 2011 Executive Council Meeting was presented and approved by the board.

**Treasurer Report:** Amy Whittaker presented the treasury report (attached). She initiated a discussion about making a decision on the certificates' of deposit that are in two separate banks. The two banks are Academy Bank and Bank Midwest. One CD will mature this October and one CD will mature in April 2012. Stephanie stated that ultimately we would want to have them in one bank. Amy said she wanted to do whatever the Board decides. Mary recommended that both be deposited into the same bank for the ease of one statement. Dana questioned if we need to do any record keeping for the CPA about the bank move. Tim asked if there are any penalties. Amy was not sure but she knows the CD that is rolling over will be mature and not have a penalty. Dana remembered that if the check taken out of one bank is taken directly to the other bank there is not a penalty. Stephanie clarified that we need to decide on two issues whether to roll over the CD and whether to move the CD to Bank Midwest. Tim moved

to transfer the CD maturing in Academy Bank into Bank Midwest. The motion was seconded and motion carried.

Another treasurer issue is that the MAACCE laptop is old and needs to be replaced. The accountant recommended that the record keeping be moved from Quicken to QuickBooks. The treasurer will need the software for QuickBooks and a new laptop. Dana noted that it could be purchased through OTC. Jamie remarked that Best Buy would probably be a less expensive option. Dana and Amy will work on comparing prices on laptops and the software for QuickBooks, Stephanie said that we could make this happen in 30 days. Jamie said that Best Buy would probably be a less expensive option.

She said that since we are used to online voting when Dana and Amy make a decision we will have an online vote of the MAACCE Board. Dana said that for twenty dollars OTC would install Microsoft Office software because they buy thousands of licenses at a discount.

Even though the amounts are still fluid, the amount lost during the 2011 conference was approximately \$3,000.

### **Old Business:**

After online voting earlier in the summer the board elected to sponsor a half break during the Midwest Research to Practice conference at Lindenwood University. Dana had printed bi-fold and tri-fold MAACCE flyers for the Midwest Research to Practice Conference so that Dr. Henschke could take them with him for the conference next week. Dana would like feedback on the bookmarks, tri-fold and bi-fold flyers for future printing and distributing. Dana had them printed in the OTC printing shop. Theresa has access to printing at the DESE office as well. Dana and Jamy thought we should compare printing costs for future printing.

### **New Business:**

A discussion was initiated about the benefits of sponsoring breaks and sending representatives to other conferences with flyers. It was recommended by Dana that we set a marketing line in the budget and an amount should be set for marketing. There are a number of organizational meetings we could target. Stephanie noted that we can support groups and organizations that we already attend and possibly offer some of them honorary membership to MAACCE. We would need to find out amounts that organizations would need for sponsoring breaks or distributing our flyers. All members should gather information and send that information to Dana by November 1, 2011.

Stephanie wanted to know if we could possibly take \$50.00 off the conference fee if the members present during the conference... Mary made a motion that we offer an early bird presentation incentive of \$50.00 for the 2012 conference. The motion was seconded and the motion carried. The presentation proposal needs to be postmarked December 31, 2011.

Next board meeting will be the afternoon of Friday April 27<sup>th</sup> following the morning conference-planning meeting.

### **Committee Reports:**

Conference – Dana Patterson

**Category Reports:**

AEL Directors-Ramona George (no report submitted)

AEL Teachers- Jeannie Gilbert (report attached)

Higher Ed-(vacant)

Community Ed-Mary Reed (no report submitted)

After School-Cheryl Martin (no report submitted)

**Affiliate Reports:**

MVAEA- Rhonda Jones (report attached)

COABE- Gayle Jayne (no report submitted)

AAACE- (vacant)