

Minutes
MACADA Board Meeting
July 13, 2007

Call to Order:

The meeting of the MACADA Board was called to order at 10:40 a.m. by President Tom Frankman on the campus of William Woods University.

Members Present: Amy Marie Aufdembrink, Rachael Cobb, Harry Cook, Annie Ensminger, Joan Finder, Artie Fowler, Tom Frankman, Julie Riemann, Lisa Runyan, Peggy Sherwin, Deborah Shores, Tammy Welchert, Jeff Wiese and Kelly Wilson.

REPORTS:

Secretary: Joan Finder, Webster University

The minutes of the February 2007 board meeting were approved as written

Treasurer: Annie Ensminger, University of Central Missouri

The balance is currently \$3,306 with a \$100 new membership check still to be deposited. We are still expecting NACADA reimbursement for Region VII 2008 conference promotional items purchased for the Region VII 2007 conference in Austin

Liaison: Tammy Welchert, University of Missouri—Kansas City

The Region VII Steering Committee participated in a conference call to plan the Regional reception at the NACADA Convention in Baltimore.

Tammy also requested that board members visit the NACADA website regarding the new “Emerging Leaders” program. This program will pair mentors with new advisors in under-represented groups. The advisor will receive \$1500 to assist with attendance at state, regional or national conventions; the mentors will receive \$1000. Original funding is directly from NACADA, but each region will also contribute in the future. Please send any ideas regarding this program to Tammy.

Multiculturalism: Peggy Sherwin, St. Charles Community College

No report.

Programs: Amy Marie Aufdembrink, Missouri State University

Deferred to “New and Continuing Business”.

Communication: Rachael Cobb, University of Missouri-Columbia

Deferred to “New and Continuing Business”.

Membership: Lisa Runyan, University of Central Missouri

See written report. We have three new members since the last board meeting; no new institutions.

Regional Reports:

Central: Jeff Wiese, University of Missouri-Columbia
No Report.

Kansas City: Julie Riemann, Metropolitan Community College
Julie reports one new member from her region.

North: Artie Fowler, Moberly Area Community College
Artie sent reminders to former members encouraging them to join again. She is focusing on recruiting members from Truman State.

St. Louis: Kathie Price, St. Louis Community College at Meramec
Absent. Email report. Kathie sent emails to all St. Louis region members regarding the upcoming conferences, and also asking members to consider running for the St. Louis rep position.

Southeast: Deborah Shores, Jefferson College
No report.

Southwest: Kelly Wilson, Missouri Southern State University
No report.

NEW AND CONTINUING BUSINESS

Region VII 2008 Conference: Lisa Runyan, University of Central Missouri

Lisa handed out contact sheets, noting that every chair for the Region VII Conference represents a different Missouri institution.

She learned that excess funds from the previous region conference go into the Region VII Account, but can serve as back-up funds only if we have a deficit. She presented a preliminary budget based on 175 attendees, using broad estimates and no specific quotes. If we want to keep registration at \$100, it will be difficult to finance a dinner.

Committee chairs who will need volunteers in the near future include Hospitality and Entertainment, asking specifically for assistance from members who live in the Branson area. Annie and Deb will send an email to those people who have signed up so far. Artie asked for assistance in soliciting donations and attendance prizes.

Continuing concern over AV equipment was discussed. The equipment is extremely expensive to rent, so we will ask for institutions that are willing to donate use of such. The volunteer room will be staffed for technical info, but there will not be a “practice room” available.

Lisa has developed some promotional material to use on our campuses and at advising related events.

Conference proposal window will run from October 1 to December 1. We have a maximum of 48 slots—6 sessions of 8 presentations each. A meeting to review proposals will be scheduled in December.

The hotel conference rate will be valid Sunday, March 2 through Wednesday, March 6 at \$109 single/double, with \$20 for an additional person; \$149 for a King room or \$199 for a suite.

Entertainment might include one night in-hotel offering and a possible second night offsite option for a fee. Austin did not offer offsite entertainment. It was suggested we check with College of the Ozarks or Missouri State regarding possible music ensembles.

Newsletter: Rachael Cobb, University of Missouri-Columbia

The summer newsletter is almost ready to go out. Award nomination forms and conference registration forms will be included.

Fall 2007 MACADA Conference, Amy Marie Aufdembrink, Missouri State University

Amy Marie will send out two or three emails regarding the conference, including an early August hotel reservation deadline reminder and a late August conference reminder. No postcards will be mailed.

The conference notebook will be reviewed and re-organized. A suggestion was made that tabs be added to the notebook. A Region VII Conference section will also be added. Our new web address will be added to the bottom of the front cover. A bookmark may also be created to publicize the address. It was also requested that the hotel map be printed on the back cover if this is not cost-prohibitive. All items for the conference notebook should be emailed to Annie no later than August 15.

It was agreed that Award recipients’ biographies should be printed in the Conference notebook. To give the awards more prestige, Tom will announce the winners, and Harry will briefly list their accomplishments while Tom hands out the award. Rachael will take photos for the newsletter.

The Business Meeting agenda was slightly revised, specifically reversing the Election and Region VII announcements to allow time for ballots to be counted.

The following positions will be vacant: President-Elect; VP-Programs; VP-Membership; Regional reps for Central and St. Louis areas. Secretary is open for nomination, but Joan indicated she will probably run for re-election. Kelly Wilson will run for re-election for Southwest area rep.

We currently have only 25 new member pins. A lengthy discussion over gifts for new members ensued. Ultimately it was agreed that since dues are so minimal (\$10 per year), these gifts are not needed. We will purchase New Member ribbons, and ask members to stand at dinner. Since a welcome letter is sent to each new member, packets are no longer required for the conference. Our leftover umbrellas, chime balls and Magic 8 balls will be donated as Region VII attendance prizes.

\$250 will be budgeted for attendance prizes. Each board member is asked to bring 3 gifts.

Amy Marie will put mums in upside down top hats, with sparkled wands or confetti, as centerpieces.

Harry will name the Awards Committee after receiving nominations. Deb will get bids for glass awards, similar to those given last year.

The Keynote Speaker will be Dewey Thompson of the Missouri Business Institute at University of Missouri-Columbia, for a \$500 stipend and mileage. He will focus on generational differences between students and between co-workers. He will use the full afternoon timeslot, and will make his presentation activity-oriented.

The next board meeting will be Thursday, September 13, at 10:00 a.m. at TanTarA, prior to the state conference.

The meeting was adjourned at 1:25 p.m.

Respectfully submitted,
Joan Finder
Secretary