

MOSPA BOARD OF DIRECTORS MEETING MINUTES

Coral Gables – Lansing
November 4, 2016

MEMBERS PRESENT: Julie Boss, Madonna Jackson, Leigha Compson, Kim Cory, Jessica Edwards, Valerie Felder Sharon Ganssley, Tammy Kelley, Ginger Mason, Holly McKee, Rosalyn Pollard, Sheree Price, Michelle Quarton, Sue Tarrow, Anwar Thomas, and Terri West

GUESTS: Mary Hardy and Ora Smith

CALL TO ORDER/PRESIDENT'S COMMENTS

- The meeting was called to order by President McKee at 10:09 a.m. and extended a welcome to Mary Hardy and Ora Smith
- President McKee noted a few others would like to attend the meetings but were unable to attend today. She added that the MOSPA Board Meeting is a business meeting and anyone can attend, happy to see such a positive response
- President McKee called for additions to the agenda – Three items were added: Installation of new Officers, 5/3 Bank information (moved to Treasurers Report) and approval of June treasurer's report (moved to unfinished business)

MINUTES/SECRETARY'S REPORT

- Minutes from the September 16, 2016 were reviewed. No corrections were made
Motion by Member Boss accept the September 16, 2016 minutes, 2nd by Member Cory
Motion Carried

INSTALLATION OF OFFICERS

- Official installation of President Holly McKee and At-Large Representative Ginger Mason

TREASURER'S REPORT

- Treasurer Kelley stated beginning balance was \$22,283.01 – October Account Summary statement from 5/3 Bank was provided. One expense of \$210.91 to Coral Gables for September meeting. Ledger is available to review by all Board members
- Discussion was held on the CD that is due on November 7, 2016. The original CD was \$10,000 and current value after 6 years is \$10,227.80. Banker informed Treasurer Kelly that the CD was earning next to nothing for MOSPA and suggested the Board do something different. President McKee provided the historical rationale for why the CD was purchased, explaining that at the time there was concern for our account balance being high and that it could jeopardize our non-profit status
- Suggestions were made by the Board on what to do with the CD. State Liaison Price suggested putting money back in the account as post-secondary money may not always be there to contribute to the state conference. Conference Chair Quarton suggested that we consult our attorney regarding the non-profit status and putting the money in the MOSPA checking account. Member Jackson volunteered to make contact with the attorney
- Treasurer Kelly, President McKee and Member Boss met with 5/3 prior to the meeting to remove Member Boss from the account and to add President McKee. It was reported by 5/3 East Lansing branch that former Treasurer Moely was still listed on the account (she was taken off in May of 2015 per her request at the Petoskey branch), however the bank had no record of this transaction. Treasurer Kelly has corrected the account information. Currently Treasurer Kelly and President McKee are on the accounts
Motion by Conference Chair Quarton to accept treasurer's report, 2nd by Member Jackson
Motion Carried

MEMBERSHIP REPORT

- Conference Chair Quarton asked if someone could reach out to Region 11 as the Board has no representative from this region. State Liaison Price volunteered to contact Macomb Community College and Member Mason will speak to the interim CTE Director
 - Secretary Ganssley will contact Region 4 representative Cheryl Kimbrue - Region 4 has not had anyone attend the meetings. Region 8 is in need of a secondary representative, Member Mason will contact Jennifer LaDuke at Monroe County ISD. Region 1 also needs to be contacted, Member Jackson commented she had a contact for the region and will provide to Secretary Ganssley
 - State Liaison Price will contact Ferris State University to get a list of last year's conference attendees
 - Discussion was held on membership. Question raised - "what are the benefits of being a MOSPA member?" Should dues be collected, when does one become a member?- regional/state conference attendance, reduced rates?
 - Member Jackson has been working with the attorney on the definition of membership
 - Discussion was held if MOSPA needed to collect membership dues this year. All agreed that the organization would not do so at this time
- Motion by Member Jackson not to collect membership dues this year, 2nd by Member Compson*
Motion Carried

CONFERENCE COMMITTEE REPORT

- Conference Chair Quarton stated she is now working on the specifics of the conference and that Member Jackson has been a huge help in securing presenters
- The Conference Committee will meet after the Board meeting
- The goal is to have the conference packet ready by December 1st
- Members thanked Conference Chair Quarton and Member Jackson for all their hard work

AWARDS REPORT

- Member Mason has the awards nomination form ready and will share with the conference committee following this meeting

WEBSITE REPORT

- Member West reported she has updated the Executive Board page and put out "Save the Date" for the conference
- She asked that each representative look at their regional information to make sure it is correct

REGIONAL REPORTS

- No regional reports at this time. Discussion of Drive-In conferences will be held under unfinished business

MDE and WDA UPDATES

Post-Secondary

- State Liaison Price commented that there is a lot of reorganizing in her department, currently the budget is pretty tight. She will keep the Board informed if funding will still be available for assistance with the conference
- Perkins V – funding has been stable, but will be after the elections before any decisions will be made

Secondary

- State Liaison Felder reminded members of the Breaking Traditions Conference and nominations were being accepted for both secondary and post-secondary
- The Special Pops Bulletin will be published in December, deadline for articles is November 18th
- Reminder of Career Ed Conference to be held Jan 29-31 at the Detroit Marriott

UNFINISHED BUSINESS

- Approval of Treasurer's report from June 3, 2016 - Secretary Ganssley reminded Board that the June treasurer's report was not available at the June meeting but was presented at the September meeting, however not approved. As a reminder the June 30th balance was \$16,877.28
Motion by Conference Chair Quarton to accept the June 30, 2016 treasurer report, 2nd by Member Mason
Motion Carried
- Liability Insurance - Continued discussion of Liability Insurance - two quotes were provided to the Board. After much discussion and a few questions, it was decided to go with Cincinnati Insurance Company, with the clarification of the following questions: 1. Does it cover the Executive Board and Conference Chair? 2. Are conference attendees covered?
Motion by Member Boss to give the Executive Board authority to purchase liability insurance at the cost of \$1,000 a year for 2 years, 2nd by Member Cory
Motion Carried
- Regional Drive-In Conference –President McKee explained to Board how regional conferences were held in the past and that the Board has been discussing a Drive-In type conference. Hopefully this would be a way to increase regional participation/membership and grow the MOSPA organization. Regions 4, 5, & 6 have a combined regional conference and has been active in providing professional development as well as Region 7. President McKee stated that Region 7 would be willing to host the first of the conferences. Member Jackson has offered to spearhead a committee and will be looking at the 2017-18 school year. A suggestion was made that they be held at local community colleges to help strengthen the relationship between secondary and post-secondary. Several topics were discussed. Member Boss, Member West, Secretary Ganssley would be willing to be part of the committee along with Region 7 reps. Member Jackson will coordinate a meeting
- President Elect Position – President McKee led the discussion of President Elect position as this position is currently vacant. President McKee will complete the last year of previous President Boss's term and then move into her 2 years as President. The President Elect voting will occur in May and then serve 2 years as the president-elect.
- State Liaison Price suggested that at the conference a time is planned to explain the Board, the different positions and the responsibilities
- President McKee asked that elections be an agenda item for March
- President McKee asked Member Jackson to forward Member West the definitions of each of the positions on the Board to post to the website

NEW BUSINESS

- Discussion that the Conference Chair be added to the Executive Board
Motion by Member Boss to add Conference Chair to the Executive Board, 2nd by Member Compson
Motion
- State Liaison Price asked if there are SCECH's for conference attendees. President McKee confirmed that attendees can earn SCECH's. They are only \$10
- After approval of minutes, they will now be forwarded to Member West to post on the website

ANNOUNCEMENTS

- Conference Chair Quarton announced that Oakland ISD will be having State Superintendent, Brian Whiston, speak during their Regional Business Meeting on November 14 from 5pm–8 pm. All are welcome to attend
- Reminder Conference committee meeting at the conclusion of this meeting

The meeting adjourned at 12:40 p.m.

Submitted by Member Ganssley, Board Secretary