

Wisconsin Social Services Association  
Executive Committee Meeting October 7, 2011  
Mead Inn, Wisconsin Rapids

Present: Jayne Carroll, Dave Turk, Sherri Arnold, Holly Jackson, Dave Zeller, Jaci Fuller, Christy Duhr, Kevin Loef, Fran Snippen

Absent Excused: Ronda Lovald, Julie Van Dahm

Call to Order: President Jayne Carroll called the meeting to order at 10:30 a.m.

Secretary's Report and Correspondence: Minutes of the previous meeting were reviewed, seeing no corrections or additions, Dave Zeller moved to accept minutes as presented, seconded by Jaci Fuller. Motion Carried. Fran Snippen reported she received a congratulatory letter with copy of her award notice from State Representative Janet Bewley. Both Jayne Carroll and Jaci Fuller received letters from AAA notifying us that their representative will be on leave and asking us to update our contact lists and to get direct deposit information to them to avoid delay in money transfers. Dave Turk received a contact from Art Besse in regard to a conference he is doing on October 26<sup>th</sup>, 2011.

President's Report: President Jayne Carroll stated that other than contact from AAA and working on obtaining a conference site, she has had no other contacts.

Treasurer's Report: Sherri Arnold distributed printed copy of her report showing all transactions from July 5<sup>th</sup>, through October 4<sup>th</sup>. We did receive \$38.00 from AAA and 2 agency memberships to date. Doreen has all audit materials for last year but for this year there is still one outstanding check for conference planning and then that info will be given to her as well. Motion from Jaci Fuller, seconded by Dave Turk to approve. Motion carried.

Membership and Agency membership: Dave Turk will follow up and send out letters to former members who did not attend last year's conference. We agreed we need to have a form developed to use when agencies join to gather information about which they have designated as members. The letter going out to the agencies needs to reflect the changes made at the annual business meeting. Sherri Arnold agreed to update the form. Jayne Carroll stated she would send out agency letters.

Conference Planning: Jayne Carroll and Holly Jackson are continuing to meet with personnel from Mead Inn and Paper Valley to determine which of the two will be site of our annual conference in June 2012. Tentative dates to be either 11-13 or 13-15. Site selection should be set by next week. Plans may include offering WCHSA a place to meet during our conference.

Continuing review of our goals: Holly Jackson reported that things appear to be in holding pattern in ANEW as well as agencies, anticipating changes coming with new

system in January. Jayne Carroll will contact Marjean Sutherland to get updated report on IMAC. Jaci Fuller shared note she received from Marjean.

We need to get new information about consortium contacts in order to have the opportunity to network and identify training needs and determine how we can assist in meeting those needs.

Jayne Carroll also stated we need to review Judy Springer's suggestions and set some new achievable goals, and continue to monitor where we are in keeping the Association valuable to its members. By June conference we need to have a new set of goals identified.

Jayne Carroll stated that it is increasingly difficult for her to have access to the computer because of agency policies regarding who can be in building after hours. Kevin Loef made a motion that the Association purchase a laptop not to exceed \$1000, for use by the Association President, for Association business. Dave Zeller seconded the motion.

Motion carried.

We discussed how the website could be more useful as a tool to network. Dave Turk will talk to Mark Schmitt on updating the website, such as having a better link to the home page. Sherri Arnold made a motion seconded by Holly Jackson, to create a Facebook Page that we can review at the December meeting. After discussion, motion carried. There will be time allotted on the December agenda to talk about what we want it to look like.

Update: Sherri Arnold reminded us that she needs updated information on award winners and pictures of award winners and past presidents for the upcoming update. Also the President's column needs to go to both Sherri and Marjean Sutherland. She also needs a picture of Ronda Lovald, President -elect.

Old business: Holly Jackson brought up the fact that all of our documents are on paper and that leaves for mountains of boxes in various places. She asked if she could begin storing the historical information on electronic hard drive. Dave Turk made a motion to authorize the historian to purchase a portable hard drive for that purpose. Jaci Fuller seconded the motion. Motion carried. Fran Snippen will contact the Wisconsin Historical Society to obtain information on getting our association on the historical register.

Constitution By-laws: Jaci Fuller and Dave Zeller will look into updating the by-laws to reflect recent changes and see that web-site has up to date information.

Other: Jaci Fuller sent information about award winners to their local newspapers and shared the feed back.

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Future agenda items: December agenda needs to have space allotted to discuss Facebook page. Website (look and content and possible use) Update from historian, Conference site and information as well as regular items. January agenda will need to include Upcoming awards, Administrative Assistant, Social Worker and Economic support recognition, along with the usual discussions.

There being no further business, Sherri Arnold made a motion, seconded by Christy Duhr to adjourn. Motion carried.

Respectfully submitted,

Fran Snippen, Secretary