

Minutes of Executive Committee Meeting

12/1/06

Elkhart Lake, WI.

Present:

Kathy Brown, Jaci Fuller, Chris Hanten, Paula Hintze,
Linda E. Sweet, Faith Valenti, David Zeller.

Absent: Stephanie Gagnon, Denise Jeffers, Kevin Loef, Christy Mancl.

Secretary's Report – Linda E. Sweet:

Minutes of the October 5 meeting were sent out to the Executive Board.

Motion made by Jaci Fuller and seconded by Kathy Brown to accept the secretary's report. Motion carried.

Linda will contact Holly regarding members of the Conference Planning and type the information for that committee and the other committees.

Treasurer's Report- Denise Jeffers:

Kathy handed out the Treasurer's Report (in Denise's absence). The WSSA checking account has \$7,107.65 and savings account \$6,022.56. West Central's savings account balance is \$1,230.69. Jaci will re-contact Sharon Clark regarding Northland District's account.

Remuneration checks were distributed for the President, Secretary and two Conference Planning Chairs. Denise kept the check for the Treasurer.

Per an e-mail from Janet Popp, whoever was suppose to attend the 2006 Conference did not, and since Waukesha County did cancel before the deadline, the amount of \$193.00 for conference registration and meals will be refunded.

Kathy handed Linda three renewal memberships and two county memberships from Shawano and Wood Counties. Two county memberships were returned as undeliverable.

Motion made by Jaci Fuller and seconded by David Zeller to accept the Treasurer's report. Motion carried.

President's Report – Paula Hintze:

Paula will have the information regarding the QUIA Update at the January meeting.

Paula has booked meeting rooms for April 19th and 20th, 2007. She is hoping to give Economic Support, Long Term Support, Elderly Blind and Disabled, and Workforce Development Committees the option to meet with us.

Paula will have more information at our January meeting.

Correspondence – Everyone:

Linda brought in the thank you card for Faiths' son, to be signed. We will be doing this in January.

Vanessa Shirley from WKOW-TV27 sent an e-mail to the WSSA website. Marjean Sutherland passed the e-mail on to the Executive Board. It states that she is writing to see if we would have a story or issue we might think the public would be interested in hearing about. At this time it was decided to pass on this subject, Paula will contact Vanessa Shirley to advise her we do not have an article at this time, but might in the future. Paula will write an article for UPDATE on this subject so members can reply.

Linda handed out the liaison list showing who is a current member and who prefer to have the packets mailed to them. Ann sent an e-mail to liaisons regarding the posters and letters from the WSSA Operation Committee. Ann contacted Linda with the e-mails that were undeliverable. Linda contacted those liaisons for the correct e-mail addresses; she will continue to work with Ann on any more corrections.

Faith brought up that Ann was not sure what was to be sent out. Jaci mentioned information regarding awards, elections for President-Elect, Secretary and Parliamentarian. Jaci will e-mail Paula information regarding liaison duties, Operation Committee duties and other information. Paula will then recreate these documents in Microsoft Word and forward to the Operations Committee. Paula will contact Marjean to see if there could be a link put on our website called "Forms".

Ann had contacted Linda regarding liaisons meeting at conference to brainstorm and learn how to set-up address books so they can send out information to those interested. It was also suggested we have something to show our appreciation to the liaisons. Paula will contact Ann, Pat and Colleen regarding the issue.

Conference Planning – Holly Jackson:

Conference Planning met with Executive and Holly gave an update of the Mid-Year Training. They had a good turn-out (45) and positive feed-back.

Fred Baewer is in charge of the vendors for the 2007 Conference and stated that the fee for electricity is \$10.00.

Holly mentioned they would like to do Exploratory Learning Circles at Conference with various speakers on any topic for 30 minutes each.

Sharon Boesl will be doing Ethics and Boundaries. It was brought up that Sharon could possibly do 2 Ethics and Boundaries, 1 would be Advanced, or possibly have 2 difference speakers, if Sharon couldn't. There will be 4 or 5 tracks of workshops.

The postcard announcing the conference will be going out in two weeks on a bright color, so it can not be missed. There will be no band on theme night. Instead the possibility of a bon fire with s'mores. Jaci asked if the committee had their over-all budget and Holly will have one for the next meeting.

Audits - Faith Valenti:

Audits are not completed, so this will be on the January agenda.

Rebates:

We will be giving rebates to the districts and bill the 2 districts (South Central and Southeastern) for their award winners which is \$50.00 per winner and then giving them the difference.

Certificate of Deposit:

Denise sent information regarding CDs from Bull's Eye Credit Union in Wisconsin Rapids. There was a discussion to search other credit unions in the area. It was decided to stay with Bull's Eye.

Motion was made by Kathy Brown to put \$3,000 from checking account into a six-month certificate of deposit, and seconded by Chris Hanten. Motion carried.

Honorary Life:

From the suggestions received, Christy compiled three revisions for Honorary Life. The Executive Committee will review and discuss the revisions at the January meeting.

Complete Handbooks:

Committee members are to bring handbooks to the January meeting. Linda will bring index guides.

Other Organizations:

It was discussed that Paula will contact other organizations and invite them to our April meeting to meet with us. She will let us know who responded in January.

UPDATE :

Update will be for January/February 2007. Deadline for articles to be sent to Christy by December 15th. The following articles for that issue should include:

1. Ethics & Boundaries- Sharon Boesl
2. Historical Corner - Jaci
3. Picture of the Osthoff Hotel
4. Conference Planning
5. Elections, Awards
6. Summary of Mid-Year- Conference Planning
7. Constitution & Bylaws
8. Let Committees know the April meeting dates
9. Social/Human Issues

April Trainings:

It was decided not to have April regional trainings due to the date of conference.

Other Business:

Regarding all the Historical information, Kathy said she will be keeping the following:

- Executive reports
- Annual reports
- Financial Information

David mentioned that he has some Historical information that he will give to Kathy in January. Jaci will bring any Northland District records she receives.

Motion to adjourn made by Jaci and seconded by Chris. Motion carried.

Next meeting January 26th, 2007 at Columbia County. Agenda to follow.

Submitted by:

Linda E. Sweet
Secretary