EXECUTIVE BOARD MEETING MINUTES
Friday August 14, 2015
MASB Board Room

Call to Order:
Brenda Weir called the Executive Board meeting to order at 10:15 AM on July 17, 2015, at MASB Board Room

Roll Call – Barbette Lane, Secretary:

Officers:	Present	Absent
Brenda Weir, President	X	
Jacqui Laymac, President-elect	X	
Leslie Shamel, Past President (via phone)	X	
Nicole Snyder, Marketing & Membership Chair	X	
Kristina Tokar, Treasurer		X
Barbette Lane, Secretary		X

Executive Director:	Present	Absent
Executive Director (VACANT)		

Committees:	Present	Absent
Carolyn Claerhout, Legislative Liaison	X	
Charles Carver, Educational Issues & Innovation Liaison	X	
Janell Craig, Technology Rep	X	
Jan Dodge, Pupil Accounting Rep	X	
Ellen Perry, Sergeant-At-Arms	X	
Beckie Reed, Data Specialist	X	
Loret Roberts, UP Representative (via phone)	X	
Cindy Fox, PSA Rep	X	
Sally Washington, Pupil Accounting Auditor Rep (phone)	X	
Terry Harrington, Homeless/Truancy Liaison	X	

Approval of Agenda – Brenda Weir, President:
Motion by Claerhout and supported by Dodge to approve the August 14, 2015 agenda with one addition, (conference agenda). Motion Passed

Approval of Minutes – Brenda Weir, President:
Motion by Snyder and supported by Laymac to approve the July 17, 2015 minutes with two corrections. Under "Approval of Agenda" and "Approval of Minutes" replace Leslie Shamel with Brenda Weir. Motion Passed

Motion by Roberts and supported by Reed to approve the July 22, 2015 conference call meeting minutes as presented. Motion Carried

Financial Report – Kristina Tokar, Treasurer

- Ruth is doing a great job collecting past debt

Approval of Financial Report – Brenda Weir, President
Motion by Reed and supported by Dodge to approve the financial reports as presented. Motion Carried

Business Meeting:
New Business – Action Items:

- Certification classes – Beckie Reed, Data Specialist Representative
  - Jackie is getting information to develop 3-year cycle
  - Discussions with MSBO about having their courses at MPAAA conference

- Conference Agenda – Jackie Laymac, President Elect
  - Fall 2014 SCHECHs were not applied for so none will be granted
  - Will announce at the Fall 2015 conference so membership knows what happened
  - Shuttle service for members staying off site in Bay City
    - Bay Area Transit
    - Two (2) busses for three (3) days
    - Cost $426 maximum

Motion by Snyder and supported by Dodge to contrite with Bay Area Transit for two busses, three days for a maximum amount of $426.00. Motion Carried

- Fall conference location for 2016
  - Discussion was held about possible locations
    - Lansing Convention Center, Double Tree, Amway Grand Plaza, Port Huron (new location)
- Business Solutions – Janell Craig, Technology Representative
  - MPAAA employee emails
  - Office 360
  - $120 per year for both employees for each program (Office 360 and Google Docs)
  - Janell recommends business premium, cost $12.50 per month, per user

Motion by Claerhout and supported by Dodge to purchase Office 360 premium package for up to $500 maximum cost. Motion Carried

- Conference registration transfer – Brenda Weir, President for Kristina Tokar, Treasurer
  - Can membership transfer from one person to another person within the same district? Yes
  - Can paid conference fee be transferred to another person within the same district? Yes

Unfinished Business

- Executive Director Update – Brenda Weir, President
  - Rob Dickinson starts Monday, August 17, 2015
  - Rented Office for Executive Director (Rob) for $800 per month
  - Ruth's cubicle move closer to Executive Directors office for $250 per month
  - Newsblast will be sent to share the news of Rob's starting date

- Carolyn arranged for group to meet with the new State Superintendent (Carolyn, Ellen, Leslie, Brenda and Rob)

Committee Roundtable

- Nicole Snyder, Marketing and Membership Chair
  - Working on name tags and lanyards
  - Will ask membership to turn them in at the end of the conference

- Carolyn Claerhout, Legislative Committee
  - Reviewing Legislative changes

- Janell Craig, Technology
  - Going to discuss with Rob to see if that is something of interest in the following:
    - Members Forum
    - Classified ads
    - Job postings

- Jan Dodge, LEA Committee
  - Meeting with Rob to brainstorm for ideas for the LEA group

- Sally Washington, ISD Auditor Committee
  - PA forms being updated/formatted by Barbette

- Ellen Perry, Bylaws and Strategic Planning
  - Updating board member responsibilities and duties
  - Will send to board prior to September board meeting for approval

- Becky Reed, Data Committee
  - Talked with David Judd
  - Meeting with David and Tina Foote in Novi to determine how to rollout information to LEAs

- Cindy Fox, PSA Representative
  - Two people interested in being on the PSA committee
  - Holding meeting at conference

- Charles Carver, Educational Issues and Innovation Liaison
  - Working on getting committee members together

- Terry Harrington, Truancy Liaison
  - Having truancy meeting August 27 in Lansing
  - Reviewing policies
  - Looking at truancy track for spring conference

Public Comment

- None

Next meeting September 16, 2015 will start at 6:00 pm at Double Tree in Bay City

Adjourn
Meeting was adjourned at 1:00 pm

Respectfully submitted,
Barbette Lane
MPAAA Secretary