

Minutes

CES Officers and Directors Meeting

Conference Call - August 25, 1995

Present: Kathy Bulka, Lee Ann Johnson, Becky Doty, June Tilton, Kay Collins, Pat Myers, Jill King and Kathy Gamble. **Absent:** Michele Hobbs, Terri Clark, Betty Ward, Connie Racey, Evelyn Yocum, Barbara Brackman, Ruby Anderson and Diana Malone.

Treasurer's Report:

Kathy Gamble gave the treasurers report. The balance in the checking account as of August 25, 1995 is \$1,219.70. There is \$293.54 in the development fund.

Membership Report:

June Tilton reported we have a total of 73 members, of which 48 are renewals, 18 new members, and 7 emeriti. Lee Ann Johnson suggested distributing the membership cards in the CES packets at the Annual Meeting, October 27, instead of mailing them. Lee Ann will update the CES membership e-mail list, then June will e-mail a letter explaining the change in membership card distribution.

Annual Meeting:

The speaker for the fraternity breakfast will be Betty Kidd. Kathy Bulka will send a confirmation letter to Betty.

Jill King sent a letter to Gail Gunderson regarding being chosen as the 1995-96 honorary member. Gail plans to attend the breakfast meeting.

Lee Ann Johnson has prepared a letter to be sent to the 1994-95 secret pals explaining procedure at Annual Meeting for revealing secret pals. She will also include it in newsletter.

We will stuff fraternity packets the first night of the support staff inservice. June Tilton will bring labels, envelopes and membership cards. The standing rules have been changed. Terri Clark will copy them with the changes. Kathy Gamble will bring the financial statement and meeting minutes for the year. Lee Ann Johnson will bring the secret pal information. Jill will copy the Beta Chapter newsletters and bring.

Kathy Gamble will send invitations to the honorary members and emeriti. Jill will check with Kay Berning relative to including registration forms for emeriti. Jill will send letter of invitation to Dick Martin.

Becky Doty will include a statement in the newsletter referring to emeriti attending the inservice at their own expense.

Kay Berning needs to know the meeting room arrangements soon. Kathy Bulka will contact Kay.

June Tilton will check her list to see what she needs to do for recognitions.

Kathy Bulka has sent a draft of the evaluation of the annual meeting to Lee Ann and Jill. It will be kept brief. It will be placed with the Annual Meeting program at the members breakfast place.

Kathy Bulka, Lee Ann Johnson, and Jill King have a conference call scheduled, September 22, to plan the Annual Meeting.

It was decided that the Certificates of Appreciation recognition will be brought up at the first meeting of next year.

Nominations:

The following positions will be open: Vice President, Secretary/Treasurer, Membership Secretary, NE director, SW director, Campus director, Administrative liaison, Emeriti director.

Lee Ann Johnson reported that Connie Racey has expressed an interest in the membership secretary position. Currently, Connie is the East District Director and has one more year to complete her term. If there is a unanimous vote at the Annual Meeting for Connie to become the new membership secretary, Connie's position as East District Director would need to be filled for the remaining one year term.

Jill King will speak to Terri Clark about finding nominees for the other positions.

Lee Ann suggested that Terri send an article to Becky Doty for the newsletter stating if anyone is interested in serving in any of the offices to contact the nominating committee.

Since we do not have many members from the main campus, Lee Ann Johnson moved that we eliminate one of the campus director positions. Becky Doty seconded the motion and motion passed. As it currently stands, the two campus directors are Ruby Anderson and Diana Malone. Ruby's term ends this year (1995) and Diana's term will end in 1996. Diana did not renew her membership so she will not be eligible to fulfill her remaining one year term. Based on the motion that was passed, only a replacement for Diana's remaining term is needed. The motion will be discussed at the Annual Meeting and all members present will vote on the motion. If the outcome of the vote is to continue with two campus directors, two positions will need to be filled. (Diana's remaining one year term and the other position for two years.)

CES Banner:

Becky Doty reported the CES banner is done. The cost was \$10. The small one for the podium has not been completed yet. Becky will contact the seamstress to see if a small banner could be made for the meeting.

Raffle:

Michele Hobbs will prepare tickets and send them to the CES directors. Michele will also submit an article to Becky Doty about the raffle for the newsletter. After some discussion it was agreed that the person selling the most tickets and the person selling the winning ticket would be recognized at the annual meeting, as was stated in the May 1995 minutes. Michele and Lee Ann will decide on prizes.

Scholarships:

The letter and scholarship applications are ready to be sent after Lee Ann obtains an up-to-date membership list from June Tilton. This will be received by the members in the September 4 packet. Lee Ann will send an article about the scholarship to Becky Doty for the newsletter.

Newsletter:

The deadline for the next newsletter is September 1, 1995. Dawn Ford will send an article to Becky regarding the raffle prize she won last year, and how she used it. Becky requested that those submitting articles to her should either e-mail them, or send them on a disk.

Directors Reports:

Lee Ann Johnson reported for Connie Racey on the East District outing. Nine people toured the Wilds, a wildlife area near Cumberland, had dinner in Cambridge, and then attended the Living Word, an outdoor drama, near Cambridge.

Kay Collins reported that Carol Bunn, NW district office secretary, is in intensive care, and will be having surgery when she is strong enough.

Pat Myers reported that she will be having surgery in the next few weeks. She has a lump on her thyroid.

Professional Improvement Applications:

Administration is giving \$10,000 for support staff professional improvement. Of this amount, \$1,000 came from each district director. This amount is being split with \$5,000 for individual grants, and \$5,000 for workshops.

Several applications for professional improvement grants have been received. Jo Jones, Nikki Conklin, Lee Ann Johnson, Kathy Bulka, and Jill King will be screening the applications.

CES Sponsored Workshops:

Kathy Bulka, Jill King and Lee Ann Johnson will talk to Nikki Conklin about planning workshop(s) sponsored by CES using the \$5,000 from administration.

Putting on a workshop in each district is a possibility.

Workshop suggestions will be solicited on the evaluation form at the CES Annual Meeting.

Jill encouraged members to use the FRAT e-mail to communicate.

Respectfully submitted,
Kathy Gamble, Secretary/Treasurer