

Southern Association of Colleges with Associate Degrees

Board Meeting – April 27, 2015

CONFERENCE CALL

11:00 am-12:00 noon

DRAFT MINUTES

Present: Dr. Ed Meadows, President; Dr. Gary McGaha, Past President; Dr. Walter Bartlett, Vice-President; Dr. Ronnie Nettles; Dr. Joan Davis; Dr. Karen Bowyer; Dr. Linda Thomas-Glover; Dr. Kristin Williams; Dr. Patricia Lee; and Dr. George Edwards, Executive Secretary-Treasurer

Absent: Dr. David Campbell and Dr. Beth Lewis

I. Call To Order

The meeting was called to order by Dr. Ed Meadows, President at 11:00 am.

II. Approval of the December, 2014 Minutes

Dr. Karen Bowyer moved to accept the minutes of the December 6, 2014 Board meeting. Dr. Gary McGaha seconded the motion. The minutes were approved unanimously.

III. Board Members and Officers

Dr. Edwards referred the board to attachment 2 in the board booklet. He asked the board members to review the information for all board members and officers including addresses, administrative assistants, email addresses and phone numbers and to let him know if any corrections needed to be made.

IV. Membership Report by State

Dr. George Edwards reported on membership by state. As of April 2, 2015, 213 members had paid their membership dues. The budget was based on 215 members. Dr. Meadows stated that all Board members need to encourage membership.

V. Investment Report

Dr. Edwards reported that the association is in good financial condition. As of March 31, 2015, the association had \$122,381.19 in a checking account in Paintsville, Kentucky, \$3981.82 in checking and \$4000.89 in a savings account in a financial institution in Verona, Virginia. The

total funds held on deposit were \$130,723.90. Funds on deposit in November, 2014 totaled \$156,155.49 but numerous expenses related to the annual meeting were paid out in December 2014 and January, 2015.

VI. Budget to Actual 2014

Dr. Edwards presented the Budget to Actual and Year End Estimate Report as of 12/31/14. He explained that the income was short primarily because of the shortage in sponsorships (\$4,000 received versus the \$10,000 budgeted). He also explained that the Luncheon Meal cost was higher which contributed to the overall \$12,472.90 shortfall for 2014. .

VII. Proposed 2015 Budget

Dr. Edwards presented a proposed budget for 2015 that is based on securing 215 members, sales of 250 luncheon tickets and attracting sponsor participation totaling \$10,000. If these goals are achieved and if expenses occur as expected the association can conclude with a positive net income for 2015. The board discussed concerns with the budget being so tight but realized that the association has an excellent fund balance and consequently can weather some slight deviations in the annual income.

Dr. Walter Bartlett moved for approval of the proposed budget and Dr. Gary McGaha seconded the motion. The motion carried unanimously.

VIII. Committee Appointments

Dr. Ed Meadows asked for volunteers for the two current standing committees and the following two committees were selected. The Audit Committee is comprised of Dr. Ronnie Nettles, Chair; Dr. Linda Thomas-Glover, and Dr. Kristin Williams. The nominating committee is comprised of Dr. Ed Meadows, Chair, Dr. Walter Bartlett, Dr. Joan Davis, Dr. Gary McGaha, and Dr. Karen Bowyer. Each committee needs to meet via phone prior to the December Board meeting to conduct their business.

Dr. Meadows indicated that he contemplated the establishment of some additional committees and would poll the board at a later time to move forward with this initiative.

IX. Theme for 2015

The board discussed the adoption of a theme to guide the association. Several ideas were presented such as Funding for Community Colleges, Completion Agenda, Redesigning America's Community Colleges, Student Success, and New Energy for Higher Education. The board took no action on the theme but agreed to continue to discuss it via email as well as other means throughout the year.

X. Newsletter

Dr. Edwards discussed the newsletter and stated he hoped to have it ready for publication by the end of May. All members were encouraged to submit news items from their states

XI. SACAD Journal

Dr. Lindsay Lynch has agreed to serve as the editor of the Journal and the call for papers is being developed. Information will be included in the newsletter and on the website.

XII. Discussion of the Annual Luncheon

Dr. Edwards discussed the annual luncheon and shared a detailed accounting of the revenue and expenses for the 2014 luncheon. The 2015 luncheon was scheduled for December 6, 2015 from 11:30 to 12:50. Dr. Meadows asked all to be thinking about a potential speaker and to think as well of potential sponsors for the luncheon.

XIII. December, 2015 Board Meeting

The December board meeting will be held on December 5, 2015 from 6:30 to 8:30 pm in Houston, Texas.

XIV. Other Business

No additional business was discussed.

XV. Adjournment

The meeting was adjourned at 12:00 noon