

**SACJTC**  
**April 14, 2009**  
**Minutes of Spring Meeting via Conference Call**

Present: Dr. Sheryl Smith Kappus, Dr. Cheryl Thompson-Stacy, Dr. Tom Wilkerson, Dr. George Edwards, Dr. Ray Brooks, Dr. Chuck Mojock, Dr. Joe Ben Welch, and Dr. Pat Skinner. Matt Basham was also present.

Absent: Dr. Helen McAlpine, Dr. Karen Bowyer, and Dr. Johnny Allen.

**1. Call to Order** **Dr. Kappus**

President Kappus called the meeting to order at 3:05 pm via conference call.

**2. Approval of December 2008 Minutes** **Dr. Kappus**

Dr. Cheryl Thompson-Stacy motioned; Dr. Tom Wilkerson seconded; and the Board voted unanimously to approve the minutes of the December 6, 2008 meeting of the SACJTC Board.

**3. Board Officers/Members** **Dr. Edwards**

Dr. Edwards asked that all members review the listing of officers for accuracy and to inform him if any information should be corrected or updated.

**4. Membership Report by State** **Dr. Edwards**

Dr. Edwards reported that SACJTC had 251 paid members, and that the goal of 250 members was met. The report also included paid and unpaid by State.

Other discussion was as follows:

- The year for SACJTC was clarified as July 1<sup>st</sup> – June 30<sup>th</sup>.
- The dues will remain \$100 until it is changed by the Board.
- Mississippi was the only state that achieved 100% participation.
- Some schools need to be removed from the database because of mergers or moves to a four-year status.

Board Members are to send Dr. Edwards any updates to the membership list. Dr. Edwards also commented that he would review the SACS website as well to obtain an undated membership database.

**5. Investment Report 2008** **Dr. Edwards**

Dr. Edwards explained the investment report showing a total of \$110,760 in cash and investments as of 12-31-08. The investments consist of two Certificates of Deposits (\$27,201 each) and a Premier Checking account with a cash balance of \$43,515. The

Regular Checking account balance was reported as \$12,841. He also commented that the CDs are yielding a significantly lower rate than last year, as is the interest bearing Premier checking account.

**6. Investment Report 2009**

**Dr. Edwards**

Dr. Edwards explained the investment report showing a total of \$116,372 in cash and investments as of 3-31-09. He stated that the increase over the December balance was primarily a result of the luncheon fees received after December.

Dr. Tom Wilkerson motioned to approve the 2008 and 2009 investment reports as presented. Dr. Chuck Mojock seconded the motion. Board approval was unanimous.

**7. Budget to Actual Report 2008**

**Dr. Edwards**

Dr. Edwards explained the report showing a net income for the year of \$10,663. The revenue was derived from a 251 membership base at a payment of \$100 each, 248 luncheon tickets sold, and \$4,500 in corporate sponsorships received for the luncheon. He commented that the expenses were considerably lower for the luncheon because less was spent on the meal and because the speaker did not charge a fee for speaking or for travel costs. Congratulations were given to Dr. Joe Ben Welch for the speaker.

Dr. Cheryl Thompson-Stacy motioned to approve the report and Dr. Tom Wilkerson seconded the motion. Board approval was unanimous.

**8. 2009 Budget**

**Dr. Edwards**

Dr. Edwards presented the proposed 2009 budget as \$39,750 in total income with a net income of \$6,120. He commented that the proposed budget reflected an increase in sponsorships to \$6,000, and that the luncheon revenue was budgeted as \$30 per ticket while the cost of the luncheon was budgeted at a cost of \$40 per ticket. Dr. Edwards stressed the importance of participation in the luncheon, and the importance in obtaining sponsorships for the luncheon.

When asked if the budget adequately covers the cost of the administrative support, Dr. Edwards commented that it did, and that the \$1,000 approved at the last meeting for Public Relations staff support had been added to the administrative support budget line.

Discussion ensued regarding the expectation of 250 members (as shown on the proposed budget). However, it was decided to leave the proposed estimate as is for now with the option to change later if necessary.

Dr. Tom Wilkerson motioned to approve the 2009 Budget as presented. Dr. Joe Ben Welch seconded the motion. Board approval was unanimous.

## **9. Annual Luncheon Report**

**Dr. Edwards**

Dr. Edwards presented the report commenting that approximately \$1,000 was made on the luncheon. The report shows the importance of sponsorships. Barnes and Noble has committed to a \$1,000 sponsorship. Dr. Johnny Allen had stated at the December meeting that Sodexo may sponsor at a higher level this year. Dr. Edwards commented that SACS/COC is soliciting some of the same organizations and that the earlier we can get started on sponsorships, the better.

## **10. Commitment Appointments**

**Dr. Kappus**

Audit Committee – Dr. Helen McAlpine, Chair  
Dr. Cheryl Thompson-Stacy  
Dr. Joe Ben Welch

Nomination Committee - Dr. Tom Wilkerson, Chair  
Dr. Sheryl Smith Kappus  
Dr. Pat Skinner

SACJTC Journal Committee- Dr. Karen Bowyer  
Dr. Chuck Mojock  
Dr. Sheryl Smith Kappus

Membership Committee - Dr. Tom Wilkerson  
Dr. Joe Ben Welch  
Dr. George Edwards

Newsletter Committee – Dr. Karen Bowyer  
Dr. Ray Brooks  
Dr. Johnny Allen

New Committee (Aspiring Presidents Mentorship Program) –  
Dr. Tom Wilkerson  
Dr. Sheryl Smith Kappus  
Dr. Pat Skinner

Dr. Kappus commented that current and retired Presidents could serve as members of the program. The plans are to begin with conversations via phone, then person to person, and eventually building to a conference. The program should include the mentorship of new Presidents as well. It was also commented that this new committee would serve as an interesting article in the newsletter.

**11. Theme for 2009**

**Dr. Kappus**

Theme ideas included, “Doing More with Less”, “Going with Green”, “Strategies for Success in Challenging Times”. All members were in agreement that the new theme should be “Strategies for Success in Challenging Times”.

**12. Journal Update**

**Dr. Edwards**

Dr. Edwards asked Dr. Matt Basham for an update on the Journal process, stating that we need to get something on the web soon regarding the journal. Matt Basham stated that he had spoken to someone about writing a chapter from the standpoint of an evaluator. He also thought about “changes in accreditation” as a good journal topic, and “What K-12 can learn from accreditation”. Dr. Basham plans to involve all states in the journal scheduled to come out in summer '09. The newly approved theme will work as well. Best Practices should be included.

Dr. Basham will send Dr. Edwards a recap to include on the website and in the newsletter.

**13. Newsletter**

**Dr. Edwards**

Dr. Edwards stated that a newsletter should go out in mid-May and he requested that all members help the new committee get it together. Topics to be included should be: news from the states, the 2009 theme, the Journal, etc. Dr. Edwards will send to all Board members the dates that information is needed.

**14. Luncheon**

**Dr. Edwards**

The date for the luncheon was set for December 6, 2009, 11:30 am – 1:00 pm, during the SACS meeting in Atlanta, Georgia. David Spence from the Southern Region Educational Board (SREB) was recommended as a potential speaker. Dr. Belle Wheelan was also listed as a possibility. Dr. Tom Wilkerson will approach David Spence about speaking at the 2009 Luncheon, and will report back to the Board.

It was commented that each member would bring a door prize again with an approximate value of \$50 from each state.

**15. Sponsorships**

**Dr. Edwards**

Dr. Edwards commented that he needed to report back to Dr. Carol Hollins of SACS regarding the organizations we'll be approaching for sponsorships.

- Dr. Pat Skinner will contact BB&T
- Dr. Sheryl Smith Kappus will contact SSC and Great Western Dining
- Dr. Johnny Allen will contact Sodexo
- Dr. George Edwards will contact BlackBoard

Follett was listed as another possibility.

**16. Board Meeting**

**Dr. Edwards**

The meeting will be held Saturday, December 5, 2009 from 6:30 – 8:30 pm. Dr. Edwards will work with SACS to get the rooms assigned. Dr. Edwards has also asked for a concurrent session with SACS to feature our journal winners.

**17. Adjournment**

**Dr. Kappus**

Dr. Kappus commended Dr. Edwards and staff for the great job in preparing for the meeting. The meeting adjourned at 3:50 pm.