

Draft

Southern Association of Community, Junior, and Technical Colleges

Board Meeting – April 21, 2012

6:30 p.m. – 9:00 p.m.

Present: Dr. Johnny Allen, President; Dr. George Edwards, Secretary/Treasurer; Dr. Helen McAlpine, Past-President; Dr. Karen Bowyer; Dr. Gary McGaha; and Dr. Ronnie Booth.

Absent: Dr. James Kerley, Dr. Sheryl Smith Kappus, Dr. Linda Thomas Glover, Dr. Luke Robins, and Dr. Walter Bartlett.

I. Call To Order

The meeting was called to order by Dr. Johnny Allen, President at 7:45 p.m. He welcomed new board member, Dr. Ronnie Booth from South Carolina.

II. Approval of the December 2011 Minutes

Dr. Karen Bowyer moved to accept the minutes of the December 3, 2011 Board meeting. Dr. Helen McAlpine seconded the motion. The minutes were approved.

III. Board Officers/Members

Dr. Edwards referred to Attachment B which lists all board members and officers for the association. Of particular note was that Dr. Luke Robins, board member from Louisiana, had informed the Board that he had accepted a new position in Washington effective July 1, 2012. Dr. Allen reported that the Executive Committee of the Board had recommended that Dr. Karen Bowyer be elected to serve as Vice-President for the remainder of 2012. Dr. Bowyer agreed and she was elected by acclamation. New board members in the Class of 2014 are: Dr. Ronnie Booth, South Carolina; and, Dr. Walter Bartlett, North Carolina. With the departure of Dr. Robins, we will need to seek a new Louisiana representative to the board. Members were asked to review the information in Attachment B and send any corrections to the information to Dr. Edwards as soon as possible.

IV. Membership Report by State

Dr. Edwards reported on membership by state. As of March 31, 2012, 229 members were paid. The association had increased membership by six since December 31, 2011. Dr. Edwards thanked all the board members for encouraging their colleagues to become members of SACJTC.

V and VI. Investment Reports 2011-2012

It was reported that SACJTC was in great financial condition. Currently, the Board has two CD's worth \$28,380.20 each; the interest bearing checking account has \$59,261.18; and, the regular

checking account has \$21,483.65 for a total cash and investment of \$137,505.23. The investment reports at the end of December 2011 and as of March 31, 2012 were discussed. The March report reflects all expenses having been paid for the 2011 annual meeting. The two CD's mature in June, 2012. The Board suggested exploration into the potential of some higher rate CD's if possible. Dr. McAlpine motioned for approval of the 2011-2012 investment reports and Dr. McGaha seconded the motion; the investment reports were approved unanimously.

VII. Budget to Actual 2011 Report and VIII. Proposed 2012 Budget.

Dr. Edwards summarized the budget to actual report for 2011. The beginning budget anticipated that the association would have net income of \$3,020.00 with additional income of \$36,800.00 and total expenses of \$33,780.00. The association actually had total income of \$40,126.31 and total expenses of \$37,365.36 generating a net income of \$2,760.95 for the year. Luncheon ticket sales and sponsorships were greater than anticipated in the budget.

The 2012 Proposed Budget was presented which was very similar to the 2011 budget. The budget is based on 230 members with luncheon ticket sales of 230 and sponsorship income of \$7,500.00. Due to the high cost of meals for the luncheon in most cities, Dr. Johnny Allen recommended the ticket prices be raised to \$35 per person for the December meeting. The anticipated net income for the association in 2012 is \$1,645.00 with the increased ticket price. Dr. Ronnie Booth motioned for approval of the 2011 report as well as approval of the 2012 budget as amended with the \$35 luncheon ticket price; Dr. Helen McAlpine seconded the motion; the motion was approved by the Board unanimously.

IX. Committee Appointments

Dr. Johnny Allen recommended that Dr. Linda Thomas Glover chair the Nominating Committee with Dr. Walter Bartlett and Dr. Jim Kerley serving as committee members. Dr. Johnny Allen recommended that Dr. Gary McGaha serve as chair of the Audit Committee and that Dr. Sheryl Smith Kappus and Dr. Ronnie Booth serve as committee members. Each committee will report at the December board meeting.

X. Newsletter

Dr. Edwards reported that he hoped to have the SACJTC Newsletter printed and available by mid-May to the first of June. He asked for all items to be included in the newsletter to be submitted to him by May 1, 2012.

XI. Theme for 2012

After much discussion the Board agreed that the theme for 2012 would be "Community Colleges: Building People, Building Community."

XII. SACJTC Journal

Dr. Matt Basham, SACJTC Journal Editor discussed the low response rates for articles and indicated he would notify the Board to spark a greater interest in scholarly papers. It was agreed to have a call for papers in 2012 related to “Best Practices in Retention.”

XIII. Discussion regarding New Ideas for the Association

Dr. Johnny Allen reported that Snap On was interested in presenting and being involved with the association. He also shared his hesitance to move forward with another initiative given the poor attendance at the last event. The Board agreed not to take on any new initiatives in 2012.

XIV. Discussion of Annual Luncheon

- **2012 Luncheon Date and Time**
- **2012 Speaker**
- **Sponsorships**
- **Door Prizes**

Dr. Edwards provided a recap of the 2011 financial information related to the annual luncheon. The association lost \$1,807.61 even though 264 tickets were sold for the luncheon. Additionally, the cost for meals at most banquet facilities in major cities is nearly double the cost of the ticket price we charge members. Members discussed the ticket price of \$30.00 and reiterated the importance of raising the price slightly to \$35.00 in 2012.

The importance of ticket sales and sponsorships was discussed. The annual membership luncheon date was set for December 9, 2012 from 12:00 p.m. to 1:30 p.m. Potential speakers were discussed. Dr. Edwards agreed to check with Josh Wyner, Executive Director of the Aspen Institute, on his availability. Other board members agreed to check on potential speakers as well. Sponsorship plans were tentatively discussed. The various levels of sponsorship were provided and the importance of obtaining sponsorships was discussed. Additionally, the Board was reminded of the tradition of bringing a door prize with a value of approximately \$50.00 to be distributed at the luncheon meeting. Typically, the door prize is representative of the state the board member represents.

XV. December 2012 Board Meeting Date/Time

The December board meeting was set for December 8, 2012 from 6:30 p.m. to 8:30 p.m. in Dallas, Texas.

XVI. Adjournment

The meeting was adjourned at 9:15 p.m.