

## MOSPA BOARD OF DIRECTORS MEETING MINUTES

*Crown Plaza West – Lansing*  
June 5, 2019

**MEMBERS PRESENT:** Julie Boss, Kenneth Cortese, Rhonda Donovan, Valerie Felder, Sheila Gannon, Sharon Ganssley, Madonna Jackson, Tammy Kelly, Holly McKee, Rosalyn Pollard, Sherri Price, James Simmons, Anwar Thomas, Anthony Webster and Terri West

### CALL TO ORDER/PRESIDENT'S COMMENTS

- The meeting was called to order by President McKee at 10:18 a.m. President McKee welcomed all attending
- Introductions were made with a special welcome to our “soon to be” President-Elect, Anthony Webster
- Celebrations & Recognitions:
  - ✓ Happy Birthday to Member Jackson
  - ✓ Secretary Ganssley shared article that Member Jackson had published in the MEA magazine featuring Mott’s CTE celebrations – MOSPA is also mentioned in the article
  - ✓ President-Elect Simmons shared that his son graduated from high school
  - ✓ Member Kelly also had son graduate from high school
  - ✓ Member Cortese shared that is daughter will be engaged soon (she doesn’t know it yet)
  - ✓ Treasurer Thomas is presenting at the NACADA conference
  - ✓ President McKee is back working on her dissertationCongratulations to All!!

### CALL FOR ADDITIONS TO AGENDA

- There were no additions to the agenda

### MINUTES/SECRETARY'S REPORT

- Minutes from the May 1, 2019 meeting were reviewed  
*Motion by President-Elect Simmons to accept the May 1, 2019 minutes, 2<sup>nd</sup> by Member Kelly*  
*Motion Carried*

### TREASURER'S REPORT

- Treasurer Thomas reported the balance as of 5-31-19 was \$24,381. Her report shows a balance of \$23,681.55 as two checks had been cashed since 5-31-19. There is one outstanding check for \$460 for Wexford-Missaukee Career Tech Center for the flowers
- President McKee noted that the invoice for printing should be Kellogg College not Holly McKee. Treasurer Thomas will correct
- It was noted that MOSPA has not received check from Ferris State and once that is received Treasurer Thomas will pay the Boyne Mountain bill
- State Liaison Price is working with Mott Community College regarding the money from TIA. It was noted that the money cannot be held by TIA nor be distributed to MOSPA due to being a non-profit organization, therefore Mott Community College is the fiduciary. MOSPA will invoice Mott Community College
- Boyne Points for 2018 were 28,899 and cannot be applied to an organization – it was agreed upon in the May meeting that they would be applied to President McKee’s Boyne account and

then withdrawn. Treasurer Thomas noted that when they withdrew they had to round up to 29,000 (\$1450). Thank you to President McKee for her donation of points  
***Motion by Member Cortese to accept the Treasurer's report, 2<sup>nd</sup> by Member Boss***  
***Motion carried***

## **STANDING COMMITTEE REPORTS**

### **CONFERENCE COMMITTEE REPORT**

- President McKee asked that the report be included in the Conference Committee meeting that will follow this meeting as most members are involved

### **WEBSITE REPORT**

- Member West reported she has completed many updates, has added slide show of photographer pictures and shared speaker information and the dates for next year's Conference
- Member West asked for a PDF copy of the program brochure so she can upload, President McKee will forward that to her
- Member West also request that pictures of award winners be as single shot of them, otherwise she has to do a lot of cropping, this would save her time. President McKee said we will just need to inform the photographer next year
- Member Jackson will forward a copy of the Constitution and By-Laws to Member West to post on website and to Secretary Ganssley so she can forward to the Board Committee Members as well
- It was suggested that under the website report – social media will be added
- Member Jackson has also developed a Facebook and will share more information as it comes along

### **AWARDS REPORT**

- At-Large Rep Pollard has agreed to continue with this position for next year and will work on the 2020 Awards. Her committee will consist of President-Elect Webster, Treasurer Thomas and Member Boss. If more are needed she will inform Board
- Secretary Ganssley said she had concerns about the Awards Committee not receiving all the nominations this year with Member Compson leaving. She knows from her region nominations were sent with no confirmation so is sure others got missed. Member Jackson said she has been working with Member West to set up a MOSPA email, this would eliminate this issue in the future

### **MDE and TIA UPDATES**

#### **Secondary (MDE)**

- State Liaison Felder provided a draft copy of the agreement between MOSPA and the Office of Career and Technical Education for the Breaking Traditions Scholarships. Suggestions were made regarding some of the language (check will be available at the ceremony, 2 representatives, one from secondary and one from post-secondary, change from August 1 to October 1)
- State Liaison Felder will revise the agreement and forward to Secretary Ganssley to share with Board. She extended thanks from Dr. Pyles for our support
- President McKee reminded Board the two scholarships will be \$250 each – one for secondary and one for post-secondary
- State Liaison Felder stated there are several winners but categorized in different levels. The top level receipts will receive the scholarships

## **Post-Secondary (TIA)**

- State Liaison Price reported that there has been an Executive order from the Governor's Office that the Workforce Agency will no longer be existence, it will now be Labor and Economic Opportunities. She is unsure what this reorganization means but will keep Board updated

## **UNFINISHED BUSINESS**

- Term of Expiration for Executive Council – discussion of putting terms on the website, they are as follows starting the 19-20 year. President, President- Elect, Past President and At-Large Representative terms are from 2019-2021. Secretary and Treasurer are 2018-2020 and Conference Chair 2019-2020
- Filing of Taxes – Treasurer Thomas has taken care of filing of taxes from July 30 – November 15. She completed the 99010. Discussion of filing taxes will be put on September agenda. She has written down the process/directions of completing the 999N. Name change still needs to take place. President McKee asked Treasurer Thomas to look into the options of retaining a CPA – will discuss in September meeting
- Drive-In Conference – President McKee said at this time the State Board doesn't have the capacity to put them together
- Future of MOSPA – Member Jackson asked with the new Perkins – does MOSPA want to do more –legislative update, advocacy etc... Discussion held with Treasurer Thomas suggesting that at each Board meeting members share best practices. State Liaison Price asked about a MOSPA listserv that would allow MOSPA to share with all Special Populations staff. It was noted that both State Liaisons Price and Felder have listservs they could share. President- Elect Webster will check with his organization if they would be interested in hosting the listserv

## **NEW BUSINESS**

- 2019-20 Meeting Dates – Discussion of adding a January or February meeting to work on conference items. Dates are as follows:
  - ✓ September 27 – Board Meeting – Crowne Plaza
  - ✓ November 8 – Board Meeting – Crowne Plaza
  - ✓ January 24 – Conference Meeting – Crowne Plaza
  - ✓ February 21 – ALT date for Conference Meeting
  - ✓ March 6 – Board Meeting – Crowne Plaza
  - ✓ May 6 – Board Meeting – Boyne Mountain
  - ✓ June 5 – Board Meeting – Crowne Plaza

Treasurer Thomas will make arrangements with Crowne Plaza

Member Jackson asked what members are part of the Conference Committee. President McKee stated it is the Executive Board, along with Members Kelly, Boss, Cortese, Gannon, West and State Liaison Price. All are welcomed to participate

- Conference Reviews - Member Edwards had sent out an email with information regarding the overall evaluation of the conference and comments. She was unable to attend the meeting, however the Board reviewed the report. The Board was pleased with the responses, majority being excellent and above average

## **ANNOUNCEMENTS**

- President McKee thanked the Board and stated it has been a pleasure to serve as the President of MOSPA. She noted that this Board is helpful and good to work with. Members thanked President McKee for her service

### **INSTALLATION OF OFFICERS**

President McKee who will now be Past President officially installed the new officers:

James Simmons – President

Anthony Webster – President-Elect

Rosalyn Pollard – At-Large Representative

The gavel was officially handed to President Simmons

### **CONFERENCE COMMITTEE REPORT/MEETING**

- The Boyne Mountain bill was reviewed, there were questions on some of the charges – they were noted by Member Gannon and she will follow up with Boyne Mountain
- Member Cortese had no report on registration at this time, still waiting for Ferris to send MOSPA the check
- SCECH's - Ferris had the wrong dates/header but the sessions were right. State Liaison Felder said she had been notified to complete the form for them so they must have gone through ok
- President McKee asked that everyone please update the google.doc that records the process of their responsibility
- 2020 Conference – discussion of themes, sessions, vendors and sponsorships. Member Jackson will send out the list of themes, if anyone has ideas for sessions/speakers please let her know – suggested panel of students/paraprofessionals. Vendors have been a discussion in the last couple meetings, Member Jackson said her sister Melissa Randolph is willing to take this responsibility on. Sponsorship will be one of President-Elect Webster's responsibilities

Meeting adjourned at 2:30 p.m.

Submitted by Member Ganssley, Board Secretary