

MOSPA BOARD OF DIRECTORS MEETING MINUTES

Crown Plaza West – Lansing
March 6, 2020

MEMBERS PRESENT: Julie Boss, Alex Bryce, Kenneth Cortese, Valerie Felder, Sharon Ganssley, Tammy Kelley, Holly McKee, Sheree Price, Nicole Reinhart-Huberty, Maria Schmidt, James Simmons, Anwar Thomas and Terri West

CALL TO ORDER/PRESIDENT'S COMMENTS

- The meeting was called to order by President Simmons at 10:15 a.m.
- Celebrations & Recognitions – Member Cortese announced his daughter is a registered nurse and is working at Toledo Children's hospital. Congratulations!

CALL FOR ADDITIONS TO AGENDA

- No items added

MINUTES/SECRETARY'S REPORT

- Minutes from the November 8, 2019 meeting were reviewed
- *Motion by Member McKee to accept the November 8, 2019 minutes, 2nd by Member Schmidt*
Motion Carried

TREASURER'S REPORT

- Treasurer Thomas reported that a \$5,000 retainer fee was sent for the conference Keynote Speaker – Phil Gwoke
- A cancellation fee of \$50 was paid to Crowne Plaza, as the 2-20-20 conference committee meeting was not canceled within 24 hours
- Total expenses were \$5,447.71 which includes expenses from November as Treasurer Thomas was unable to attend the November 8, 2019 meeting
- Current balance is \$34,349.21
- Account summary was available to review
- *Motion by Member Cortese to accept the November and March treasurer's report, 2nd by Member Boss*
Motion Carried

MEMBER REPORTS

- Advocacy – no report
- Best Practices – no report

WEBSITE REPORT/SOCIAL MEDIA

- Member West had nothing new to report at this time

AWARDS REPORT

- At-large representative Pollard was unable to attend meeting and is currently taking care of a family member, therefore she will share the nominations with President-Elect Webster. He has volunteered to take over the awards at this time

CONFERENCE COMMITTEE REPORT

- Conference Co-chairs Members Boss and Kelly reported to the committee that the conference committee has had two meetings and have worked hard to pull the conference together – They thanked everyone for their help
- Member Cortese reported as of today 33 people were registered for the conference. State Liaison Price announced she has 24 people that will be attending from post-secondary and Members Boss and Kelly stated they have 23 staff attending as well. At this point numbers are looking good
- Deadline for registration is April 27th
- Member Cortese stated someone will need to pick up the name tags from Ferris, Treasurer Thomas or State Liaison Price said they could do so
- Member Cortese will contact Ferris and ask that they send conference information out to past registrants and to announce that registration is open
- Member Cortese will send list of all past registrants to Secretary Ganssley once he receives them from Ferris
- As noted earlier the \$5,000 retainer fee has been mailed to the Keynote Speaker Phil Gwoke Member Kelly completed his questionnaire
- State Liaison Price reported that everything is all set for the End Note Speaker Bandon Tucker
- State Liaison Price is MOSPA's contact with Boyne Mt. Once the conference committee has sessions/speakers verified she will confirm with Boyne Mt the room assignments. She also reported that food and beverages will be the same as last year
- State Liaison Price said the MDE contract was completed
- Volunteers – Member Kelly stated we can confirm at the May 6th Board Meeting at Boyne Mountain
- SCECH's – need to have breakout sessions by March 16th – Member Cortese will need to provide the following information to Ferris: name of presenter, their title and session. Member Kelly will confirm with the presenters and will get information to Member Cortese next week
- Discussion of conference giveaways- notebooks, coolers, charging device, travel pouch etc... After much discussion the committee decided on notebooks and ink pens along with post it note flags. Past-President McKee will check into ordering the items
- Programs – Member West will be responsible for the set up the program – she will need information by April 1st –front page information, welcome letter from President Simmons along with session information. She reported that Blue Water Printing quoted \$968.80 for 185 booklets. After discussion she will contact Tuscola Skill Center to see if their Graphic Arts Program would be willing to print and their costs. Past President McKee stated the past printing budget was approximately \$350. The committee decided to go with Kellogg Community College unless Tuscola can offer a lower cost. Member West also asked she be provided with pictures and bios of the keynote speakers – she will need in high resolution
- Member Kelly has taken care of the candy and flowers for the conference tables
- President Elect Webster is responsible for the ballots and collection of ballots - Member West will included then ballot on the back page of the program. The Treasurer and Secretary terms end this June. Member Webster will write a “call for nominations” for the two positions and then Secretary Ganssley will send to all registrants from last year's conference
- Evaluations for each session will be done at the conclusion of each session. The overall evaluation will be done electronically

- Discussion regarding returning to Bay Harbor or stay at Boyne Mt. The purpose of moving to Boyne Mt was they had more room for session breakouts. Last year 170 people attended, this year hoping for 200. Committee will re-evaluate after looking at 2020 attendance
- Special thank you to Members Kelly and Boss for stepping in as co-chairs of the conference

MDE and LEO UPDATES

Secondary

- State Liaison Felder reported the Breaking Traditions Excellence nominations are being reviewed and will be announced in later this month. She will add a statement in award winner letters that the scholarship was provided by MOSPA. (\$250 each to secondary and post-secondary winner) She will share information to the Executive Board once winners have been announced
- Two members from the MOSPA board will attend the conference, more information to come

Post-Secondary

- State Liaison Price had no updated business

UNFINISHED BUSINESS

- Approval of November 8, 2019 Treasurer's report – approved see Treasurer's report above

Next MOSPA STATE BOARD MEETING IS MAY 6, 2020 AT BOYNE MT

The meeting adjourned at 3:14 p.m.

Submitted by Member Ganssley, Board Secretary