

## MOSPA BOARD OF DIRECTORS MEETING MINUTES

Zoom Meeting  
June 5, 2020

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

### CALL TO ORDER/PRESIDENT'S COMMENTS

- The meeting was called to order by President Simmons at 10:06 a.m.
  - Celebrations & Recognitions –
    - Member Cortese shared that his daughter's wedding is still a go for July 18<sup>th</sup>
    - Member Reinhart-Huberty has taken a new position at LCC as the Technical Careers Program Improvement Manager
    - President-Elect Webster will begin classes for his PHD
    - Past-President McKee has assumed the responsibilities of the new department at KCC, Academic Support Department
    - President Simmons has been working with CDC and Serv-Safe and has taken 9 classes this summer which consists of 15 videos for food safety during this pandemic
- Congratulations to all!**

### CALL FOR ADDITIONS TO AGENDA

- No items added

### MINUTES/SECRETARY'S REPORT

- Minutes from the March 6, 2020 meeting were reviewed
- ***Motion by Past President McKee to accept the March 6, 2020 minutes, 2<sup>nd</sup> by Member Schmidt Motion Carried***

### MEMBER REPORTS

- Advocacy – no report
- Best Practices – no report

### TREASURER REPORT

- Treasurer will join us a little late

### WEBSITE REPORT/SOCIAL MEDIA

- Member West reported that our domain bill will be due June 13<sup>th</sup>. The 2-year amount is a little less than \$42 or we can enter into a 5-year contract for \$105  
***Motion by Member Schmidt to pay the 2-year amount of \$41.98, 2<sup>nd</sup> by Member Bryce Motion Carried***
- Secretary Ganssley suggested that Member West add the verbiage “Due to COVID 19 the 2020 MOSPA Conference has been cancelled” on the website

## **AWARDS REPORT**

- See below in Conference Committee Report

## **CONFERENCE COMMITTEE REPORT**

- Conference Co-chairs Members Boss and Kelly said they will have a good head start for the 2021 conference. They will reconnect with this year's speakers to see of their interest for the 2021 conference. They will contact them after our first meeting in the fall. Secretary Ganssley said the committee may want to review the sessions and look at different topics based on the pandemic status. State Liaison Price suggested virtual learning topics
- Member Cortese reported Ferris State University was great to work with and they have refunded all the money minus the administrative fees. He had asked if the invoice had been paid. Treasurer Thomas said she has not been allowed back into the office to check her mail
- State Liaison Price had no issues with Boyne Mountain and there were no penalties for cancellation. She also thought Ferris State was getting out of the business of handling outside conferences, however Member Cortese thought they were just changing systems, he will check back with them to make sure they will coordinate our 2021 conference
- Past President McKee mentioned that Kale Tissue (who formally worked for Ferris State) started her own business for conference registrations – need to make sure she can also offer sccechs Member Cortese said if Ferris cannot do our next conference he would follow up with her
- Past President McKee noted that the giveaways were never ordered
- Secretary Ganssley asked if there were any issues regarding the refund of the Keynote speaker
- State Liaison Price mentioned that the closing keynote had not been paid
- President Simmons has concerns of conferences being allowed next year with all the unknowns, President-Elect Webster raised the point of doing the conference in a virtual format. His organization is under a “travel only as needed” restriction
- Past-President McKee said as we return to work, we need to ask Administrators what will be allowable for staff, this will help the Conference committee to determine virtual vs face-to-face
- President Simmons stated in his district the policy is if someone goes to a conference they will need to self-quarantine for 14 days
- At-Large Rep Pollard reported that all nominees were contacted by State Liaison Felder
- Discussion was held about how to handle the awards for this year. Past President McKee stated that no winners were chosen prior to the cancellation of the conference
- Member Reinhart-Huberty suggested that maybe awards could still be given
- Another suggestion was to give out two years of awards at the 2021 conference
- Past President McKee suggested that the awards committee discuss how to handle the awards
- State Liaison Price stated that Mott Community College will no longer be able to support us as the fiduciary

## **TREASURER'S REPORT**

- Treasurer Thomas reported that the starting balance was \$34,349.21
- Expenses was the March board meeting of \$439.03 with a current balance of \$33,910.18
- Treasurer Thomas reported that she is waiting for the refund from the keynote speaker of \$5,000 and has expenses of the two Breaking Traditions scholarships (\$250.00 each), and the GoDaddy renewal (\$41.98)
- Member Cortese has asked if the Ferris bill had been paid, Treasurer Thomas said the payment will go out this month. He will let Ferris know that the payment is coming. She has not been allowed in the building so the invoice is probably in her work mailbox
- Member Kelley asked about the completion of the 1099. Treasurer Thomas said she should be receiving the information sometime this summer and they are due in October
- Account summary will be emailed to Secretary Ganssley for the records

***Motion by Member Cortese to accept the treasurer's report, 2<sup>nd</sup> by Member Kelley  
Motion Carried***

## **MDE and LEO UPDATES**

### **Secondary**

- State Liaison Felder reported that once again Dr. Brian Pyles thanked MOSPA for sponsoring the Breaking Traditions Excellence Scholarships
- The State Plan for Perkins V has been accepted at the Federal level

### **Post-Secondary**

- State Liaison Price had no updated business

## **UNFINISHED BUSINESS**

- CPA Retainer – Secretary Ganssley asked if there has been any progress regarding securing a CPA. Treasurer Thomas said she had not been in contact with anyone. Member Reinhart-Huberty stated that it had been suggested to contact Lisa Mazure at LCC as she may have suggestions of firms within the Lansing area. State Liaison Price volunteered to contact Lisa
- Ferris Payment – Treasurer Thomas had stated earlier that she will look for the invoice when she returns to her office

## **NEW BUSINESS**

- Election of Officers – since there was no conference, election of new officers was not held. Discussion was held that the current terms be extended for the Secretary and Treasurer positions until such time an election can occur

***Motion by President Simmons to extend the terms until election can be held, Second by  
Treasurer Thomas  
Motion Carried***

- Discussion of recruiting for these positions, Past President McKee stated it is the responsibility of the Board members to recruit. There were a few members that had suggestions of individuals who might be interested. Member West will reach out to one of her co-workers. President-Elect

Webster has a person in mind as well. Member Reinhart-Huberty has some interest in the Treasurer position. Treasurer Thomas is willing to stay on as “co-treasurer” for training purposes

- President Elect Webster will email out the description of the positions so we can share in the recruitment process
- Renewal of mospaonline domain – has been approved
- Michelle Glenn Memorial – State Liaison Price noted that Michelle Glenn worked for Mott College who was our fiduciary for many years. She recently passed away from colon cancer. State Liaison Price would like the Board to find a way to honor Michelle for all her years of dedication and commitment. Past President McKee suggested we change the honorarium award to the Michelle Glenn Award with a momentary award of \$200. At-large Rep Pollard and the awards committee will determine the requirements of the award. They will report back in the September meeting and a vote will be taken

### **ANNOUNCEMENTS**

- State Liaison Price shared that President Elect Webster has been notified by Wayne State University that he received a scholarship for full tuition, conferences & travel and stipend for 3 years as he works on his doctorate - CONGRATULATIONS ANTHONY
- Board members shared how COVID 19 has affected their organizations, from being furloughed, no pay raises, budget cuts, working only 4 days a week to allowing for cleaning, no students on campus until fall (hopefully), virtual learning, layoffs, hiring freezes
- Many concerns about special populations making sure they get services, childcare, technology
- All agreed this has been a trying time and all are doing their best under these circumstances

### **NEXT MOSPA STATE BOARD MEETING SEPTEMBER 25, 2020 CROWNE PLAZA LANSING**

The meeting adjourned at 11:58 a.m.

Submitted by Member Ganssley, Board Secretary