

# MOSPA BOARD OF DIRECTORS MEETING MINUTES

*Zoom Meeting*

June 7th, 2023 - 10:00am

<https://midmich.zoom.us/j/99014090733>

**Attendees:** Anthony Webster, Chef Pete, Terri West, Roz Pollard, David Darrow, Ken Cortese, Rhonda Donovan, Shair Hawken, Ramona Cotton, Maria Schmidt, Amanda Koch, Lacetia Walker, Autumn High, Jenna Merrill, Nolan Lienhart, Tammy Kelley, James Simmons, Sandra Curran, Cheri Milai, Megan Downey, Kelly Olson, Jennifer Markin, Erik Dedenbach

**Notified absent:** Holly McKee, Valerie Milton

## **CALL TO ORDER/PRESIDENT'S COMMENTS**

- Welcome & Introductions
- Roundtable to introduce new members
- Meeting came to order at 10:01 am

## **CALL FOR ADDITIONS TO AGENDA**

- Discussion and vote for locations of in person E-Board meetings 2024. Poll Form [link](#)
  - President Webster discussed having in person meetings in the future. If an in person option is selected, a virtual option will still be open if possible. Important considerations include cost saving options use of CTE Culinary Departments, visiting multiple campuses to see what other ISDs offer, and notifying sites with attendance as soon as possible.
  - President Webster made motion to host all upcoming Board Meetings in person at various sites across states. Quorum of E Board Members present, and all approved of going to in person meetings with hybrid options for future meetings.
  - Ken Cortese, Oakland School Tech, Clarkston offered to host November. Sandra Curran from Kent ISD Grand Rapids also offered to host.
- Dates for future Board Meetings
  - Future Meeting Dates presented by Terri West and will be confirmed by President:
  - September 22 Post Secondary Partner
  - November 3rd Oakland School Technical Campus Northwest, Ken Cortese
  - March 8th Kent ISD, Sandra Curran
  - May 1st at conference
  - June 7th TBA
- Nominations and Elections

- President Elect Chef Pete went through timeline and process for nomination and election of new E-Board Members
- Voting Google Form Ballot will be sent out by Secretary by June 9th and have deadline of June 23rd
- New E-Board members will be contacted and sworn in during the summer
- ***Agenda approved by President Webster. Motion by Maria Schmidt to accept the agenda, seconded by Ken Cortese. Motion carried.***

#### **MINUTES/SECRETARY'S REPORT**

- Reviewed minutes from the May 3rd, 2023 meeting
- ***Past Minutes approved by President Webster. Motion by Maria Schmidt to accept the agenda, seconded by Roz Pollard. Motion carried.***

#### **TREASURER'S REPORT**

- See below for data
- Autumn presented dates that all but two award recipients have deposited their checks
- Rhonda deposited Henry Ford check and cash for the Pub Crawl plus \$5 recipient to total \$3,5005
- Autumn has asked for an updated invoice from Career Launch due to discrepancies in records. Career Launch said we are past due, but 50% amount was sent and cashed
- Romulus Schools sent payment to MDE. Jennifer Markin will follow up on that.
- ***Treasurer's Report approved by President Webster. Motion by Maria Schmidt to submit the report, seconded by Roz Pollard. Motion carried.***

#### **STANDING COMMITTEE REPORTS**

##### ***MEMBERSHIP***

- Continued process of updating members with new additions from email responses
- Some bounce backs do occur from closed accounts of K-12 school year only professionals during summer. Removals from listserv due to bouncebacks will wait until September to avoid losing professionals incorrectly
- Chef Pete will compose his own New Member Welcome Letter

##### ***CONFERENCE***

- Updates from Chairperson Jennifer Markin, Henry Ford College
  - Feedback Survey - participants had positive experience overall. Suggestions included wanting more information from the State, enjoying action oriented sessions of Career Launch, enabling more people to be involved, receiving tangible tools and handouts, karaoke, and working through audio technical difficulties
- Discussion to create Co-Chair official position for 2024 Conference
  - Selection of Co-Chair should happen as soon as possible as well as Conference Committee Chairs.

- President Webster will provide language in September meeting to have Co-Chair added as an amendment to the constitution.
- All E-Board members voted in support to amend the constitution to add a Co-Chair position.
- Reward points were not applied from 2022 for Conference payment. Dr. Holly McKee is checking on this with Boyne. Holly has provided account number and points should be awarded shortly
- Poll for location of MOSPA Conference 2025
  - Discussion on Location for Conference for 2025. Important points include having a central location, a place with more things to do in the area, moving the date to avoid conflict with post-secondary graduation, earlier in the academic year in order to implement new ideas, having shorter contracts to keep venue fresh and exciting, possibly using a four year institution that has a Conference / Event Planning program with a room block at a hotel to save cost
  - Rhonda, Chef Pete, Autumn, Sandra, and President Webster volunteered to serve on conference committee planning prior to September meeting to give proposals.

### ***AWARDS***

- Roz has given out all awards and will reach out to awardees who have not cashed checks. For whoever takes over for At Large Member, Roz will put together a timeline for the awards process and answer questions.

### ***WEBSITE***

- All conference pictures for awards are on the website. Terri requested that title changes and new E Board members be sent to her for updating and that Chef Pete writes a Welcome Letter for the website. Terri also posted a Conference Recap and all presentations are posted on the website as well.

### ***MDE and LEO UPDATES***

- From Valerie Milton - MDE has a Special Populations department that supports staff in special populations roles across the State. These folks within MDE and across the State would be a good target to get to attend the MOSPA Conference.
- MOSPA may also want to consider advertising/marketing at the yearly Special Populations Conference held in the Fall. If Valerie can help in coordinating any of this or reaching out to contact people in MDE-Special Populations, she is happy to do so.

### ***UNFINISHED BUSINESS***

- Nomination information
  - President Elect
    - Empty.
  - Co-treasurer

- Erik Dedenbach, Kent ISD, Parapro/Career Tech Specialist/Welding/ MOSPA Member
- At large
  - Denise Lindsley, Kalamazoo Valley Community College
  - Megan Downey, Grand Rapids Community College
  - Shari Hawken, Tuscola ISD
  - Bridgett June, Wayne County Community College

**NEW BUSINESS**

- None

**ANNOUNCEMENTS**

- 2023-2024 Board Meeting Dates
  - Will be sent out after approval by President Webster
  - Tentative: September 22, November 3rd, March 1st or 8th, May 1st at conference, and June 5th or 7th

**ADJOURNMENT**

- Adjourned 11:34 AM

**MOSPA TREASURER’S REPORT**

**April – June 2023**

<b>Date</b>	<b>Description</b>	<b>Deposit or Expense</b>	<b>Balance</b>
<b>04/28/2023</b>	<b>Previous Balance</b>		<b>\$14,280.45</b>
<b>05/02/2023</b>	<b>Ck. Deposit (<i>Detroit Public School Community District</i>)</b>	<b>+3,300.00</b>	<b>\$17,580.45</b>
<b>05/04/2023</b>	<b>A-Frame Awards</b>	<b>-676.50</b>	<b>\$16,903.95</b>
<b>05/05/2023</b>	<b>Ck#3106 (<i>Steven Clapp</i>)</b>	<b>-200.00</b>	<b>\$16,703.95</b>

<b>05/09/2023</b>	<b>Ck#3104 (Wayne Kibby-Roth)</b>	<b>-200.00</b>	<b>\$16,503.95</b>
<b>05/09/2023</b>	<b>Ck#3105 (Jacob Lilly)</b>	<b>-200.00</b>	<b>\$16,303.95</b>
<b>05/12/2023</b>	<b>Ck#3101 (Chet Dalski)</b>	<b>-200.00</b>	<b>\$16,103.95</b>
<b>05/15/2023</b>	<b>Vivano Flower Shop</b>	<b>-627.00</b>	
<b>05/15/2023</b>	<b>Ck. Deposit (Henry Ford College)</b>	<b>+3,5005.00</b>	<b>\$18,981.95</b>
<b>05/16/2023</b>	<b>Elevate ALL</b>	<b>-590.00</b>	<b>\$18,391.95</b>
<b>05/23/2023</b>	<b>Ck#3102 (Jim Jennings)</b>	<b>-200.00</b>	<b>\$18,191.95</b>
<b>06/06/2023</b>	<b>Final Deposit (EDGE)</b>	<b>+12,932.25</b>	<b>\$31,124.20</b>