

MOSPA BOARD OF DIRECTORS MEETING MINUTES

Zoom Meeting
June 8, 2022 - 10:00 a.m

MEMBERS PRESENT: Ken Cortese, Rhonda Donovan, Peter Gonzalez, Holly McKee, La'Tonya "LT" Rease Miles (guest), Kris Nevala, Sean O'Keefe (guest), Roz Pollard, Sheree Price, Nicole Reinhart-Huberty, Apryl Scheffler-Martin, Maria Schmidt, James Simmons, Anthony Webster, Terri West

CALL TO ORDER/PRESIDENT'S COMMENTS

- Welcome & Introductions
- Dr. La'Tonya and colleague Sean from Career Launch Academy
 - Different classes/programs related to career and networking - high school and college versions
 - Career Launch Method - 8 step framework
 - Perkins is one of the main funding sources
 - Students can take a short assessment about career development so we can see where they fall and they can retake it so we can see their gains
 - Help students create social capital, help build their network
 - Fits in well with equity and inclusion discussions
 - Group coaching, "train the trainer"
 - This 4 hour certification could be a training the state provides for professional development, could be a good fit for that funding stream - can benefit both secondary and postsecondary
 - Could be a good training session before TRENDS conference
 - Interested in presenting at any MOSPA events we have, e.g. Lunch and Learn
 - Could use sessions like these leading up to the next conference, maybe have "Building Social Capital" as theme
 - We would like to see a demo
 - President Webster will ask what are the costs/prices
 - Website: <https://www.careerlaunch.academy/homepage>
 - Email: latonya@careerlaunch.academy and sean@careerlaunch.academy

CALL FOR ADDITIONS TO AGENDA

- No additions. *Motion by Member McKee to accept the agenda. 2nd by Member Schmidt. Motion carried.*

MINUTES/SECRETARY'S REPORT

- Review minutes from the May 4, 2022 meeting
Motion by Past President Simmons to accept the May 4, 2022 Board Meeting Minutes, 2nd by At-Large Representative Pollard. Motion carried.

TREASURER'S REPORT

- Review of May 4, 2022 report. *Motion by Member Cortese to accept the May 4, 2022 Treasurer's Report, 2nd by Past President Simmons. Motion carried.*
- Co-treasurers discussed transition items they plan to cover with each other, the upcoming Co-treasurer, and Board

- Co-treasurer Reinhart-Huberty checks P.O. Box once every two weeks. Do not often receive mail. If we did receive a package we get two weeks to claim it before it gets removed. Next co-treasurers can decide what interval they want to check. Perhaps once a month.
- Need to choose a date to meet up in Lansing for 5/3 bank transition and P.O. Box renewal date. Meet as a smaller group to decide details. Be sure to schedule an appointment with the bank.
- P.O. Box renewal date is in July.
- IRS information will be associated with Co-treasurer Donovan's email.
- CPA said wait til we file taxes again and then update our address to P.O. Box.
- Should we renew CPA services? Co-treasurer Reinhart-Huberty thinks it was very smooth and helpful.
- Co-treasurer Reinhart-Huberty will move her files to MOSPA Google Drive.
- As of 6/6/22, 5/3 Bank account is \$12, 601.34 (see screenshot in "Treasurer" folder in MOSPA Google Drive).
- Updates on checks deposited and pending. President Webster suggests asking Elevate Up and Teresa Root to cash checks by end of June 2022.
- Go Daddy website- Annual website renewal will be due in October. Domain renewal takes place in June.
- President Webster said he talked with State Liaison Price and Co-treasurer Donovan, and thinks our budget will be about \$4,000 after this year's conference expenses.
- Suggested that current and upcoming co-treasurers have a budget planning meeting to be proactive in what we have as upcoming expenses and can pay for them early if possible.
- Co-treasurer Donovan will let Member McKee and State Liaison Price know when KCC check comes in the mail.
- ***Motion by President Elect Gonzalez to accept the June 8, 2022 Treasurer's Report, 2nd by Member McKee. Motion carried.***

STANDING COMMITTEE REPORTS

MEMBERSHIP

- Annual process of updating members
 - Cross reference this year's conference list, we can ask Edge. Likely send Google Form to members and ask for their information. Send one email by end of June, and another in early Fall for people who did not submit.
 - Publicity list, and paid membership list
 - Institutional membership is easier to pay for with funds (Perkins) and keep track of membership.
- Membership dues
 - Individual dues
 - Institutional dues
 - What are the benefits? Summer working group can discuss this and draft a document for individual and institutional membership benefits.
 - We should see what other organizations charge for institutional memberships - MCCDEC, MODAC, etc.
 - Roll out membership information at our first Board Meeting in September and vote on it, based on the summer working group.
 - Consider different language such as "partners" or "stakeholders"

CONFERENCE

- Conference Chair discussion for next year

- Anthony, Apryl, Pete, Sheree, Ken, and if needed Holly/Roz meet to draft Conference Chair duties document, roles and responsibilities
- Implement Conference Co-chairs
- Future project - a manual for how to create and run the conference.
 - Include a timeline of events, big picture outlined by the end of November. Details in December/January and onward.
 - Draft of budget outline is needed in the beginning of planning
- 2023 Venue for conference May 3-5, 2023
 - State Liaison Price will need to confirm deadline date with Boyne for when we can move to another venue
 - We moved to Boyne Mountain to help grow our membership, then COVID pandemic happened
 - See if Inn at Bay Harbor is available for the 2023 dates
 - We would need to cap our participation, but we can use this to drive early registration. Institutions may not be able to send multiple people so our participation may not be as large as in the past.
 - Member McKee attends MCCSSA's conference at Bay Harbor. Their whole first day is the keynote speaker and working session in the same room. If we did this, we would have to be very selective on keynote. Second day has a few breakout rooms.
 - At the conference, have a "new member bootcamp" or some networking or recognition for new members.
 - Early bird registration
- Sponsorships and Ads
 - Tap into our knowledge and expertise. Edge can help us.
 - Look at who can they (schools) can ask if they would like to be a sponsor.
 - Other ideas: Career Launch Academy, Brustein, NAPE
 - We can use/create a Sponsorship options booklet like that from MICEC
 - Member West said the booklet space can be utilized a lot better without increasing the amount of pages; she has experience designing and selling advertising.

AWARDS

- Proposal for updated language (moved to September Board meeting).

WEBSITE

- Homepage added updated Board meetings dates 2023
- Updated conference information for 2023
- Added "Dr." to Member McKee's name
- Awards page - added pictures for 2022 recipients; 2023 nominations information is up
- Student award winner article added
- Edited state conference information. If presenters want to have their slides added they can submit them.

MDE and LEO UPDATES

- No LEO updates
- MDE updates from State Liaison Milton via email:

- The Breaking Traditions Award Ceremony went well, and Chef Simmons did an excellent job of presenting and issuing the awards. His presentation was very inspiring to the students. Thank you Chef Simmons.
- MDE – CTE is retiring the Breaking Traditions Award and this will be the final year 😊 We received a request from a student for this year's award in which the student stated that he/she was a nonbinary student and sometimes identified as a male and was enrolled in a Cosmetology program and wanted to be considered for the award. So, this situation caused the rethinking of this award for coming years. So, this year was the last year. Maybe we can think of another way to reward students.
- Dr. Pyles and the Office of Career and Technical Education would like to thank MOSPA for their support of this award.
- The Special Populations Newsletter will be published in the Fall and if anyone has any information that they would like published, please contact me. I will publish highlights from this year's conference in the Newsletter. I will send out a reminder in the Fall.
- I thought the MOSPA conference went very well! 😊 I hope everyone has a Great Summer!
- Breaking Traditions Scholarship's last year is 2022. MOSPA can look at having this award coming from us, talk to At-Large Representative Pollard.
- Regarding the non-binary situation mentioned above, it was discussed that we need to hold to what language the State uses.

UNFINISHED BUSINESS

- Regional Representatives discussion (President Webster and President Elect Gonzalez will meet and discuss this summer)
 - Review the role's responsibilities and parameters
 - How long can a person be a representative?
 - Is there a maximum of how many representatives we can have per region?
 - Current member interested in this role: Susan Berlien, Region 7, Calhoun (President Elect Gonzalez provided this information)
- Promotions Chair, executive board position (will be discussed this summer)
 - President Elect Gonzalez has someone in mind

NEW BUSINESS

- Elections update and review
 - Amy Dykhouse nominated for Secretary
 - Autumn High nominated for Co-treasurer - waiting on her information and then the virtual ballot will be sent to membership.
 - Figure out what nomination and election process looks like for next year and future.
 - Take nominations before the conference.
 - Plan to have the vote/election at the conference. Find a way to gather the votes from members who are not at the conference.
 - Have a time candidates and members can converse.
- Summer Work Group of about 4-5 people to continue certain conversations and projects.
 - Volunteers: President Webster, Secretary Scheffler-Martin, upcoming Secretary, President Elect Gonzalez, State Liaison Price, Member Cortese, Member McKee, and At-Large Representative Pollard

- Board Meeting format will continue to be via Zoom for the 2022-2023 year.

ANNOUNCEMENTS

- Mark these dates in your calendars: 2022-2023 Board Meeting Dates (via Zoom)
 - Friday - September 23, 2022 - 10am
 - Friday - November 4, 2022 - 10am
 - Friday - March 3, 2023 - 10am
 - Wednesday - May 3, 2023 - Time TBD
 - Wednesday - June 7, 2023 - 10am
- Member West reminded us that 2025 will be MOSPA's 50th anniversary! Perhaps we should start thinking of big ideas to celebrate. Engage students in the conference, student panel.
- Closing remarks from President Webster regarding creating and maintaining MOSPA Board's great culture of leadership.

Meeting adjourned at 11:51 a.m.

Submitted by Member Scheffler-Martin, Board Secretary