

MOSPA BOARD OF DIRECTORS MEETING

Zoom Meeting

September 24, 2021

MEMBERS PRESENT: Peter Gonzalez, Ammie Helling, Tammy Kelley, Mary Kosmalski, Holly McKee, Valerie Milton, Kris Nevala, Sara Park, Roz Pollard, Sheree Price, Nicole Reinhart-Huberty, Apryl Scheffler-Martin, James Simmons, Tracey Taylor, Lacetia Walker, Anthony Webster, Terri West

CALL TO ORDER/PRESIDENT'S COMMENTS

- Call to order 10:07am
- Introduce newly elected Board members from June 2021
 - President-elect, Chef Peter Gonzalez
 - Co-treasurer, Rhonda Donovan
 - At-Large Representative, Roz Pollard
- Ice breaker

CALL FOR ADDITIONS TO AGENDA

- None

MINUTES/SECRETARY'S REPORT

- Review minutes from the June 4, 2021 meeting
 - ***Motion by Past President Simmons to accept the June 4, 2021 minutes, 2nd by President-elect Gonzalez.***
 - ***Motion carried.***
- Announce this year's Board meeting dates found on the website

TREASURER'S REPORT

- Checkbooks came in
- 5/3 Bank account: \$33,553.80
- MOSPA now has a P.O. Box in Lansing for our main mailing address
- Interested in hiring CPA to assist with taxes
 - Company: Clark Schaefer Hackett, www.cshco.com
 - CPA: Luke Downing, CPA Senior Manager, Assurance Services
 - Phone: 517-332-1900 3505
 - Address: Coolidge Road East Lansing, Michigan 48823
 - ***Motion by Member McKee to hire the CPA/firm in Lansing that the Co-treasurers have identified to take care of MOSPA tax needs, 2nd by Past President Simmons.***
 - ***Motion carried.***
 - Co-treasurers will consult with CPA for fees, etc. and will bring the information back to the Board.
- ***Motion by Past President Simmons to accept the Treasurer's Report, 2nd by At-Large Representative Pollard. Motion carried.***

STANDING COMMITTEE REPORTS

MEMBERSHIP

- Look into the idea for us to ask for members' information updates yearly, have members fill out a form referring colleagues
- Member McKee will look into how others have done this

CONFERENCE

- Survey to members in October
 - Send out on October 1
 - Due October 15
 - Will re-send survey in January
- Excited to announce that Lacetia Walker will be the Conference Chair!
- Update from Member Cortese regarding Edge: Edge will provide preliminary quotes for the three conference options (virtual, in person and hybrid). We will have the quotes by the next Conference Committee meeting.
- Secretary Scheffler-Martin inquired about the speaker event on September 18 where Chris Molina was host. No members attended that we are aware of.
- Update from Boyne meeting: No mandates for the pandemic. We will update Boyne after results for our survey. We will meet with Boyne again.

AWARDS

- Michelle Glenn Award - the name change is finalized; award is named in her honor. Received approval from her family and Mott Community College. Our thanks to State Liaison Price for following up with this.

WEBSITE

- Meeting minutes are updated on MOSPA website, the older minutes are archived in MOSPA's Google Drive.
 - On Google Drive we can also store treasurer reports, conference documents and past brochures
 - Past President Simmons and Secretary Scheffler-Martin will look into sharing privileges for Co-treasurers Reinhart-Huberty and Donovan, and Conference Chair Walker.
- Member West asked us to look through the regional area list on the website and make sure information is correct.
- On the website, Member West will:
 - update President picture
 - add "save the date" for MOSPA conference May 4-6, 2022
 - add information about conference survey to members from October 1-15

MDE and LEO UPDATES

- Excess funds used for professional development
 - Brustein conference, used some funds for this
 - Funds not used were carried back to LEO
 - If virtual conference again, need to come up with more ideas to use excess funds again
- State Liaison Milton will be creating Special Populations Newsletter, email miltonv@michigan.gov with submissions
- State Liaison Milton provided information about NAPE conference: September 30th, all day conference, free if you are in Career and Technical Education.

- Culturally Responsive Teaching: <https://napequity-org.zoom.us/j/85934118317>

UNFINISHED BUSINESS

- Continue discussion about what to do with past MOSPA materials (e.g., programs from past state conferences)
 - Update: Use Google Drive to archive information especially prior meeting minutes files that do not fit on website. Secretary Scheffler-Martin is current owner of Google Drive.
 - Past member and past secretary Ganssley handed over hard copy MOSPA materials to current Secretary Scheffler-Martin.
 - Current Co-treasurer Reinhart-Huberty will contact past treasurer Thomas for transitioning hard copy MOSPA materials.
- Technology support/webpage, looking for someone to support Member West's position and work with her before she might retire next year
 - Member West will look internally for replacement. State Liaison Price will check with Nolan in her office.
 - Website is part of Go Daddy, easy template, no HTML knowledge necessary.
- Look at Regional Representatives to see who is attending Board meetings; look at shifting representation in regions
 - Prior to next Board meeting, presidents will have separate meeting to review policies and representatives.
- Consider adding a Website service / Social Media position to the executive board
 - Member West stated MOSPA does not host enough activities to be active on social, but we could post what other schools are doing. If we have Facebook we could start with that. We can engage schools, possibly draw in new members. This could be a paid role and/or internship.
 - Member McKee suggested we look at this position's title in a broader sense, e.g. Promotions Chair
 - Discussion tabled until next meeting

NEW BUSINESS

- MOSPA Promotional video
 - Highlights of campuses, Board members statements, share with people across state - this would be a good job for Promotions Chair
 - Talk to our partners, like Edge, who have had something like this.
 - Montage of past conferences
 - Every year we have a difference video
 - "We are MOSPA" campaign
 - Discussion tabled until next meeting
- Updated logo
 - Ask our partners, resources, students at other campuses
 - Bring back some thoughts and/or contacts at next meeting
 - Local contest on logo designs with monetary amount attached
- MOSPA Sponsorship at Career Education Conference
 - January 30, 2022 to February 1, 2022
 - Office is looking for more sponsors
 - \$500 to \$7500 sponsorships
 - Conference table there, put swag items in conference bag
 - December 20, 2021 is due date

- Information packet provided by State Liaison Milton:
http://www.michigancareerconference.org/wp-content/uploads/2021/06/MICEC_SponsorBooklet_060921.pdf
- 400-600 attendees
- Will discuss more at next meeting and vote

ANNOUNCEMENTS

- Dr. Tracey Taylor's transitioned jobs from LEO to Kellogg Community College!
- Congrats to State Liaison Valerie Milton (formerly Felder), she got married this summer!
- Next Board Meeting is Friday, November 5, 2021 at 10:00am via Zoom.

ADJOURNMENT

- The meeting adjourned at 11:40am

Submitted by Member Scheffler-Martin, Board Secretary