

MOSPA BOARD OF DIRECTORS MEETING MINUTES

Zoom Meeting
September 25, 2020

MEMBERS PRESENT: Julie Boss, Alex Bryce, Kenneth Cortese, Michele Derenzy, Rhonda Donovan, Valerie Felder, Sharon Ganssley, Tammy Kelley, Cheryl Kimbrue, Holly McKee, Amy Miller, Sara Ann Park, Rosalyn Pollard, Sheree Price, Nicole Reinhart-Huberty, Apryl Scheffler-Martin, Maria Schmidt, James Simmons, Josie Smith, Anwar Thomas, Anthony Webster and Terri West

CALL TO ORDER/PRESIDENT'S COMMENTS

- The meeting was called to order by President Simmons at 10:30 a.m. President Simmons welcomed new members to the committee: Michele Derenzy, Sara Ann Park and Apryl Scheffler-Martin. Secretary Ganssley noted that there were additional new members but were unable to join the meeting today: Malinda Carlson, Bonnie Truhn and Dr Jamie Nelson

WELCOME ALL

CALL FOR ADDITIONS TO AGENDA

- State Liaison Price asked to add fiduciary commitment to new business

MINUTES/SECRETARY'S REPORT

- Past President McKee noted that although there may be several committee members from a region, according to the MOSPA constitution and by-laws each region is allowed two voting members
- Minutes from the June 5, 2020 meeting were reviewed.
Motion by Member Past President McKee to accept the June 5, 2020 minutes, 2nd by President Elect Webster
Motion Carried

TREASURER'S REPORT

- Treasurer Thomas will join the meeting later if possible. Secretary Ganssley shared the budget reports Treasurer Thomas had sent to her prior to the meeting. Starting balance was \$33,910.18 with revenue of \$5,000 from keynote speaker, Phil Gwoke and Regions 4, 5, 6 account closure of \$1,303.73. Expenses since our last meeting totaled \$1,710.03, which included the reissue of checks of \$250.00 for the Breaking Traditions award winners, \$41.98 for renewal for mospaonline.org domain thru Go-Daddy and \$1,168.05 to Ferris State University for administrative fees related to the 2020 MOSPA Conference. Treasurer Thomas was notified by State Liaison that the Breaking Traditions Award winners had not received their checks so she checked the bank and the checks had not been cashed, therefore she reissued the checks. There is a discrepancy of .36 between the Treasurer's report and the Fifth Third Bank statement. Treasurer Thomas will review her records, however at this time we will use Fifth Third Bank's ending balance of \$38,503.52 (treasurer report shows \$38,503.88)

Motion by Member Schmidt to accept the treasurer's report, 2nd by President Elect Webster
Motion Carried

MEMBER REPORTS

Advocacy

- No report

Best Practices

- Past President McKee reported that President Elect Webster coordinated a successful virtual meeting for Washtenaw Community College and surrounding partners. Several topics were discussed including Perkins V and MOSPA – both State Liaison Price and Past President McKee presenting respectively. President Elect Webster said that there were 111 people participating. Past President McKee said this would be good model for MOSPA if we are unable to do a face-to-face conference this year. President Elect Webster said there were breakout sessions as well
- President Simmons said that he has been in similar meetings where sessions were pre-recorded and then the speaker would join at the end of session for Q & A
- Member Reinhart-Huberty said there are many interactive tools that could be used as well such as simulations, kahoot, videos etc...

WEBSITE REPORT

- Member West will post the updated Board Members on the website when it is complete, as well as the Board minutes
- She did add the statement that the conference was cancelled due to COVID
- Discussion was held on the security of the information on the website. Member West will format as a read only document – it will remain in PDF format

AWARDS REPORT

- At-Large Rep Pollard has not had the opportunity to meet with the awards committee. She explained to the new members the types of awards and process of selection of winners. She confirmed that the following are still on the committee: Member Higgins, President Elect Webster, Treasurer Thomas, and Member Schleffer-Martin has joined the committee as well. They will meet to discuss the awards from 2020. At-Large Rep Pollard said there are several suggestions on how to proceed and the committee will discuss and report back

CONFERENCE COMMITTEE REPORT

- President Simmons said for the 2021 conferences there are so many variables of how to proceed
- It was suggested a 5 question survey be sent out to get a feel of interest, restrictions, etc... to help decide whether face-to-face or virtual would be best. Survey will be sent out in Oct and then in Jan. This will also give everyone “Save the Date”
- Past President McKee, President Elect Webster and members Donovan and Scheffler-Martin will work together to draft the questions and then will review with President Simmons
- Conference Co-Chairs Boss and Kelley said they had been in contact with all their 2020 speakers and they all were interested in presenting at the 2021 conference.
- Member Boss has stepped down as a co-chair for this next year, however Member Kelley is willing to continue and Member Reinhart-Huberty expressed an interest in assisting. Member Kelley will contact speakers again after the results from the survey
- Member Cortese will reach out to Ferris State University to see if they will be continuing with assisting with the conference whether face-to-face or virtual
- State Liaison Price will reach out to Boyne Mountain to secure the date planned for the conference – May 5-7, 2021
- Discussion if conference is virtual we will need the costs of the platform that is chosen. President Simmons will check on kahoot

- It was decided that once the survey results come in, it will give the conference planning committee a better idea of how to proceed

MDE and TIA UPDATES

Secondary

- State Liaison Felder shared that there are two upcoming virtual conferences, both of which are free. National Alliance for Partnerships in Equity on October 7th and Special Populations – Students with Disabilities on October 12th. Just as a reminder both have limited seats

Post-Secondary

- State Liaison Price announced her department has a new name -The Michigan Department of Labor and Economic Opportunity – Employment and Training, Workforce Development
- Currently staff has been working from home, however their offices will be moving by the end of the year – no location at this time
- State Liaison Price said she is working on the 2021 budget for MOSPA but will need a fiduciary soon
- Anyone in need of pre-approval for expenditures please submit your application of activities to her
- Sarah Mellon from the Office of Veteran's Affairs presented to the committee the services that her office can provide not only to veterans, but active members, reservistist, etc... and their families to help them with training and education. They can assist with connecting or enhancing services. At this time most of the outreach is at the post-secondary level. Members asked about secondary level and Sarah reported they are currently working on that process to identify parents. She can be reached at 1-800-michvet or visit their website at michiganveterans.com. She will share electronic information with State Liaison Price and she will forward to the Board Members. Sarah is willing to participate in any meetings at your organizations as well

UNFINISHED BUSINESS

- CPA Retainer – Member Reinhart-Hubert had volunteered to contact Lisa Mazure at LCC for suggestions for local CPA's. She said she thought she had gotten that information and will need to go back and check her emails
- Election of Officers – Installation of Officers – The Board discussed how best to fill the expired terms of Treasurer and Secretary and the inability to hold elections. Secretary Ganssley asked if the Executive Board could appoint individuals for the positions
 - Member Reinhart-Huberty said she would be interested in the Treasurer's position if it could be a co-treasurer position at least for the first year. Current Treasurer Thomas said she would be willing to do so

Motion by Past President McKee that the Executive Board appoint Member Reinhart-Huberty and current Treasurer Thomas as Co-Treasurers for a 2 year term (2020-2022), 2nd by President Elect Webster

Motion Carried

- President Elect suggested Member Scheffler-Martin to serve as the Secretary. Member Scheffler-Martin accepted the nomination

Motion by President Elect Webster that the Executive Board appoint Member Scheffler-Martin as the MOSPA Board Secretary for a 2 year term (2020-2022), 2nd by Member Boss

Motion Carried

Secretary Ganssley will share files with Secretary Scheffler-Martin

- Michelle Glenn Honorary Award – At-Large Rep Pollard has not had a chance to convene with her committee to discuss the requirements of the award which will replace the Meritorious Award for Outstanding Service to Special Pops award

NEW BUSINESS

- Special Populations Bulletin -Reminder to send articles/pictures to State Liaison Felder for the Special Populations Bulletin which will coming out the end of November
- Breaking Traditions Awards – Discussion was held on MOSPA once again providing two scholarships for the Breaking Traditions Award winners – one for secondary and one for post-secondary. It was decided to raise the amount from \$250 each to \$500 for the 2021 Awards. Past President McKee noted the Board can review the amount annually depending on MOSPA funds
Motion by Secretary Ganssley to provide a secondary and post-secondary scholarship for the 2021 Breaking Traditions Awards for \$500 each, 2nd by President Elect Webster
Motion Carried
- Fiduciary commitment - State Liaison Price noted that she is still in need of post-secondary institution that will serve as the fiduciary for her grant that will support the MOSPA conference. She noted that they will receive an administration fee for their services. Past President McKee had asked Kellogg Community College, but they declined. President Elect Webster volunteered to talk to Karen Parker from Washtenaw Community College

ANNOUNCEMENTS

- No Announcements

The meeting adjourned at 12:24 p.m.

Submitted by Member Ganssley, Board Secretary