

Blue Ridge Council of Teachers of Mathematics

Meeting Minutes

February 5, 2018

Attendees:

- Beth Swain (Salem City) – President
- Kelsey Huffman (Roanoke County) – Webmaster
- Terry Hartley (Roanoke County) – Secretary
- Suzanne Bazak (Roanoke City)

1. The minutes from the December 11, 2017 meeting were emailed to the board members. Beth Swain made a motion to accept the minutes and Kelsey Huffman seconded the motion. The minutes were unanimously approved.

2. Beth Swain read the treasurer's report. Terry Hartley made a motion to accept the report and it was seconded by Suzanne Bazak. The report was unanimously approved.

New business

3. BRCTM investments and accounts

- Beth Swain reported that Ashley Pratt contacted SunTrust Bank regarding the transfer of money from the BRCTM investment portfolio to the checking account. The transfer process will take some time because the names on the accounts must be updated to reflect the present board members. Beth Swain is in the process of contacting the old board members to rectify the situation.

4. BRCTM scholarship

- Beth Swain will email the BRCTM scholarship application information to area divisions via superintendents, math coordinators, school counselors, etc. as soon as possible. The deadline for students to apply is April 27, 2018.
- Kelsey Huffman updated the scholarship application form on the BRCTM website.

5. BRCTM conference

- Beth Swain informed the board members that Tina Mazzacane and Deb Delozier will not be able to accept our invitation to speak at the BRCTM conference due to obligations involving the SOL Institutes.
- Kelsey Huffman will contact Betti Kreye (VT) and invite her to be our keynote speaker for the conference.
- The board members agreed to decide on the theme and format of the conference after the keynote speaker has been scheduled.
- Suzanne Bazak recommended we send out a "Save the Date" notice to divisions notifying them of the date and location of the BRCTM conference since it is not going to be in Roanoke this year.

6. New email

- Kelsey Huffman created a new email address for the BRCTM. Emails to this address are automatically forwarded to Beth Swain and Ashley Pratt.

7. The next meeting will be on May 7, 2018.

8. The meeting was adjourned at 4:53pm.

Respectfully submitted,

Terry Hartley