

## Blue Ridge Council of Teachers of Mathematics

### Meeting Minutes

September 10, 2018

#### Attendees:

- Beth Swain (Salem City)
- Kami Reece (Montgomery County) – President
- Jennifer Hatch (Roanoke City)
- Ashley Pratt (DSLCC) – Treasurer
- Kelsey Huffman (Roanoke County) - Webmaster
- Carrie Bush (Roanoke County)

1. The minutes from the August 13 meeting were emailed to the board and reviewed during the meeting. The keynote speaker's name is Clarisse Franklin and should be included in the minutes. There was a motion to accept the minutes with the change by Ashley Pratt and Beth Swain seconded the motion.
2. Ashley Pratt presented the treasurer report. There was no change to the balance of the account since the last meeting. Kelsey Huffman made a motion to accept the report and Jennifer Hatch seconded the motion.
3. Old business was discussed. Beth Swain updated the board on the SunTrust Investment Account. Jennifer Hatch made a motion to approve that Brian Austin is no longer an authorized trader on the SunTrust Investment account and that Beth Swain and Ashley Pratt should be added as an authorized trader. Kami Reece seconded the motion and all were in favor.
4. **Conference:**
  - The following tasks were assigned:
    - i. Rooms: Jill and Kami will organize
    - ii. Auditorium will be set up for keynote speaker
    - iii. Jennifer, Beth, Carrie, and Kelsey can arrive early (2:30) to help set up
    - iv. Kami will email the presenter about books and presentation needs
    - v. Dinner – order 1<sup>st</sup> of October – Kami
      1. Sam's Club – Ashley (drinks, plates, napkins, utensils, cookies, BBQ sauce, serving tongs, buns, candy)
    - vi. Door Prizes: Terry
    - vii. Front Table: Ashley will send a list of needed information before the day of the conference
    - viii. Certificates – Beth Swain
    - ix. Door signs and direction cards – Kami
    - x. VCTM – Beth will contact'
    - xi. Coolers and ice – Kami and Ashley
5. **New Business Items?**
  - i. Kelsey – GoDaddy; we will renew for 5 years for \$85 per year; Kelsey will check on the fees, credit and charges

6. Meeting was adjourned at 4:58 p.m.

Respectfully submitted,

Kelsey Huffman